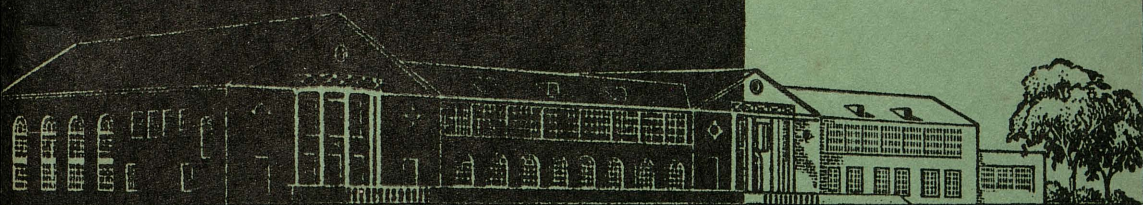


TYLER JUNIOR COLLEGE

TYLER
TEXAS

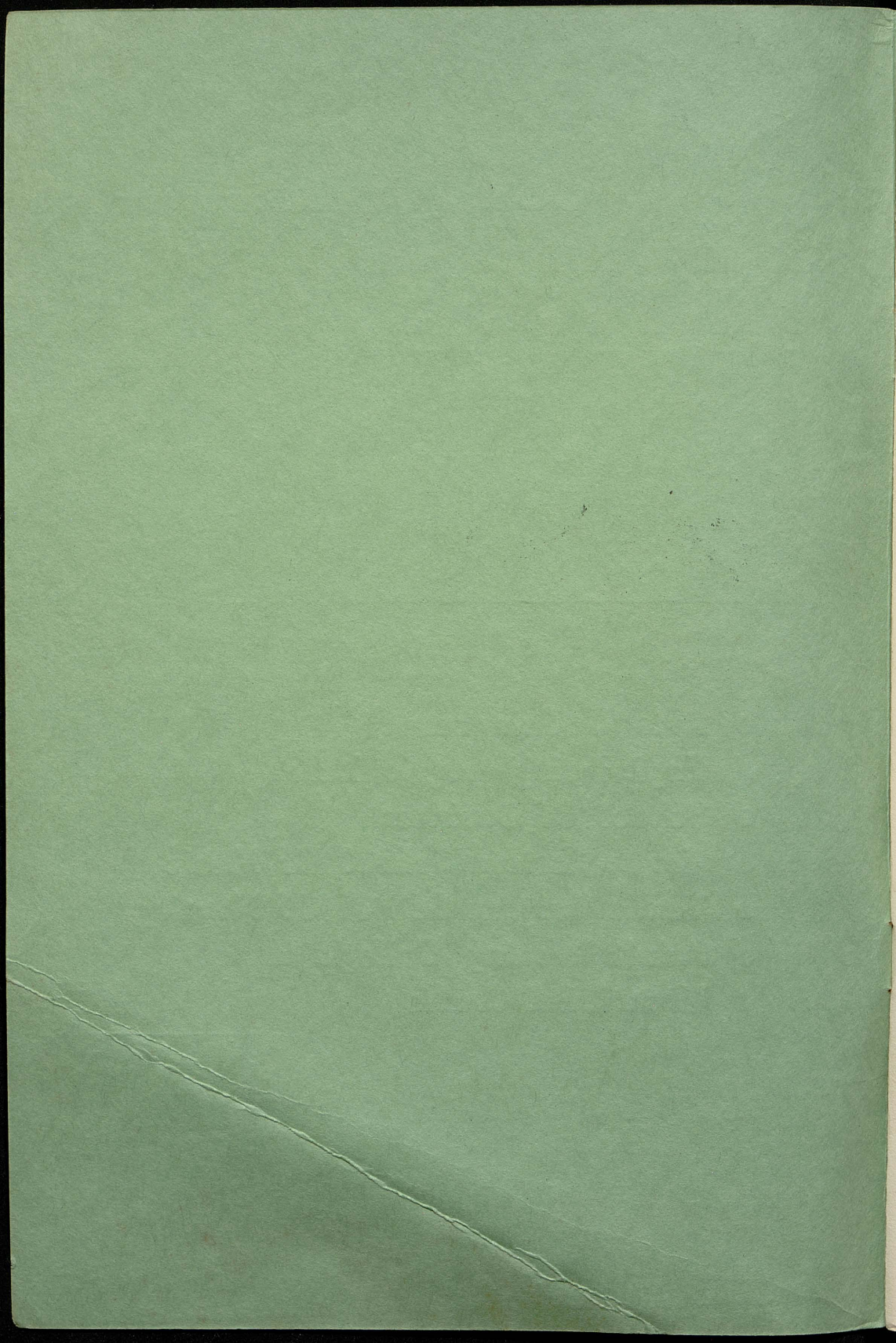


GENERAL CATALOGUE

- Arts & Sciences
- Engineering — Agriculture
- School Of Business
- Texas Eastern School Of Music
- Texas Eastern School Of Nursing
- Adult Evening College
- Vocational Crafts

A REGIONAL COLLEGE
FOR THE
GREAT EAST TEXAS
AREA

CATALOGUE
1950 - 1951
ANNOUNCEMENTS
1951 - 1952



TYLER JUNIOR COLLEGE



ANNUAL CATALOGUE

1950-51



Tyler, Texas

TYLER JUNIOR COLLEGE

East Fifth Street
TYLER, TEXAS

General College Calendar 1951-1952

FALL SEMESTER, 1951

September 5, 6, 7.....Orientation and Registration
September 10.....Classes begin
November 22, 23.....Thanksgiving Holidays
December 20.....Christmas Holidays begin
January 2.....Classes resumed
January 15-21.....Fall semester final examinations

SPRING SEMESTER, 1952

January 23, 24, 25.....Registration for Spring Semester
January 28.....Classes begin
April 11-14 (incl.).....Easter Holidays
May 21-27.....Final Examinations
May 23.....Baccalaureate Service
May 30.....Commencement

SUMMER SESSION, 1952

May 31, June 2, 3.....Registration
June 4.....Classes begin
July 15.....First term ends
July 16.....Registration for second term
July 17.....Classes begin
August 27.....Second term ends

BOARD OF TRUSTEES

P. C. Pinkerton.....	President
Watson W. Wise.....	First Vice-President
J. R. Moore.....	Second Vice-President
Cecil Bagwell	
Wilton Fair	
Dr. Jim M. Vaughn	

ADMINISTRATION

Harry E. Jenkins.....	President
Edward M. Potter.....	Dean
Louis C. Todd.....	Business Manager
Wayne Matthews.....	Director of Public Relations
Frances Flaherty.....	Registrar
Robert I. Boyd, Jr.....	Director of Professional Education
Joseph Kirshbaum.....	Director, School of Music
Irving L. Friedman.....	Director of Evening College
Elizabeth Bryarly.....	Dean of Women
Troy Smith.....	Attorney

FACULTY

Harry E. Jenkins.....	President
B.S., Kansas State Teachers College; M.A., The University of Missouri; Ph.D., The University of Texas; Graduate study, The University of Kansas and The University of Chicago.	
Edward M. Potter.....	Dean
B.A., The University of Texas; M.A., The University of Texas; Graduate study, The University of Texas, The University of California, Colorado State College of Education, and Harvard University.	
Frances Flaherty.....	Registrar, Business Administration
B.S., Texas State College for Women; Graduate study, The University of Texas and North Texas State College.	
Robert I. Boyd, Jr.....	Director, Professional Education
B.S., Sam Houston State Teachers College; M. Ed., Agricultural and Mechanical College of Texas.	
Elizabeth Bryarly.....	Dean of Women, English
B.A., Baylor University; M.A., The University of Texas; Graduate study, Southern Methodist University.	
Mildred Stringer.....	Counselor
B. S., East Texas State Teachers College	

- Johnny Armstrong.....Business Administration
B. B. A., University of Texas
- Richard Barrett.....Business Administration
B.B.A., East Texas State College; M.B.A., Agricultural and Mechanical College of Texas.
- Jean Browne.....Public Speaking, Dramatics
B.A., Mt. Holyoke; B.A., Carnegie Institute of Technology; Graduate study, New York University.
- John W. Carson.....History, Applied Music
B.A., University of Arkansas; Graduate study, Northwestern University and the University of Nebraska.
On leave to United States Air Force
- Joe Chapman.....Metal Trades
Technical Expert
- Louise Clinkscales.....Business Administration
B. B. A., Baylor University
- R. D. Cowan.....Business Administration
B.B.A., The University of Texas; M.B.A., Harvard University; C.P.A., State of Texas.
- Marjorie DeBord.....Art
B.S., Texas State College for Women; A.M., The University of Southern California; Graduate study, The University of Texas.
- J. B. Dodd.....Agriculture
B.S., Sam Houston State Teachers College
- Mildred DuBovey.....Nursing Education
R.N., Oklahoma State University Hospital
- Jap M. Due.....Agriculture
B.S., Sam Houston State Teachers College; M.A., Sam Houston State Teachers College.
- Jasper Flanakin.....Assistant Director of Physical Education
B. B. A., Baylor University
- Edwin Fowler.....Psychology, Sociology
B.A., Baylor University; Graduate study, Baylor University
- Irving L. Friedman.....Distributive Education
Technical Expert
- J. D. Gillon, Jr.....Agriculture
B.S., Agricultural and Mechanical College of Texas; Graduate study, Agricultural and Mechanical College of Texas.
- Averille Greenhaw.....Home Economics
B. S., Oklahoma Agricultural and Mechanical College
- James L. Hallmark.....Assistant Director of Physical Education
B.S., Agricultural and Mechanical College of Texas; M.A., Stephen F. Austin State Teachers College.
- J. C. Henderson.....Biology, Chemistry
B.A., Rice Institute; M.A., The University of California.
- Mildred Howell.....French, Public Speaking
B.A., The University of Missouri; B.S., The University of Missouri; M.A., The University of Missouri; Graduate study, The University of Chicago and Universite de Poitiers, France.

- Wiley W. Jenkins History
B.A., The University of Mississippi; Ph.D., The University of Texas;
Graduate study, The University of Missouri.
- Mary Jernigin Engineering Drawing
B.S., East Texas State College; Graduate study, East Texas State
Teachers College.
- Georgia Jones Government, Economics
B.A., The University of Texas; M.A., The University of Texas;
Graduate study, The University of Texas.
- W. L. Jones, Jr. Agriculture
D. V. M., Agricultural and Mechanical College of Texas
- Johnnye Kennedy Librarian
B.A., Texas State College for Women
- Joseph Kirshbaum Applied Music
Mus. B., Yale University; Mus. M., Yale University; Graduate study,
Cornell University.
- Gertrude Kirshbaum Applied Music
Diploma in Music, Yale University
- Jack Marshall Auto Mechanics
Technical Expert
- B. W. Matthews Agriculture
B.S., Agricultural and Mechanical College of Texas; Graduate study,
Agricultural and Mechanical College of Texas.
- Wayne Matthews Government, History
L. L. B., University of Texas
- J. P. Mullowney Applied Laboratory Techniques
B.S., Loyola University; M.D., Loyola University
- L. D. Newsom Cabinet Making
B.S., Sam Houston State Teachers College; Graduate study, Sam
Houston State Teachers College.
- Hilda Ohlin Applied Music
B.M., Chicago Musical College
- Leila Park Mathematics
A.B., Baylor University; Graduate study, Baylor University, The
University of Texas, and The University of Iowa.
- Ib Rice Agriculture
B. S., Agricultural and Mechanical College of Texas
- Isaac C. Sanders Physics
B.A., Baylor University; M.A., The University of Texas; Graduate
study, Rice Institute.
- Eva Saunders Public Speaking
B.A., Baylor University; M.A., The University of Texas; Graduate
study, Southern Methodist University and The University of Texas.
- Joseph Selman Applied X-Ray Techniques
B.S., Rensselaer Polytechnic Institute; M.D., Western Reserve Med-
ical School, Diplomat of the American Board of Radiology, Member
of the American College of Radiology.
- Lofton Stelter Auto Mechanics
Technical Expert

Louis C. Todd	Business Administration
B. A., Rice Institute	
Jessie Deane Trulove	Applied Music
M. M., American Conservatory of Music	
C. O. Vandever	Farm Shop
Technical Expert	
Floyd Wagstaff	Director of Physical Education
B.S., Stephen F. Austin State Teachers College; M.A., North Texas State College.	
Mary Yeager Wallace	Education
B.A., Hardin-Simmons; M.A., The University of Texas; Graduate study, Southern Methodist University.	
Mabel Williams	Mathematics
B.A., The University of Texas; M.A., The University of Texas; Graduate study, The University of Texas.	
J. F. Witte	Band Director
Vivian Young	Nursing Education
R.N., State of Wisconsin	
Oscar Ziegler	Applied Music
Artist Diploma, Geneva Conservatory of Music. (Switzerland)	

TYLER JUNIOR COLLEGE

East Fifth Street
TYLER, TEXAS

GENERAL INFORMATION

The History of Tyler Junior College

The Tyler Junior College was established in 1926 through the efforts of many of Tyler's leading citizens who saw the need for an institution of standard collegiate rank in this area.

The year 1951-52 will be the twenty-sixth year of the college. Many of those who participated in its founding still maintain their active interest in it. Each year has seen improvements in physical plant, faculty, and achievement. Hundreds of young men and women have attended the college because of its high standards, its convenience, and the economy of remaining at home while doing college work.

On November 13, 1945, the voters established an independent Tyler Junior College District, voted a tax levy to support the college, and authorized a bond issue for the expansion and improvement of the institution. Through the bond issue and contributions by many leading citizens, the erection of an entirely new plant of five modern buildings has now been completed.

At the present time a program to enlarge the territory of the Tyler Junior College District is in progress.

Already seven districts have voted to become a part of the Tyler Junior College District and receive all the benefits of the college for their students. These seven districts which, in addition to the city of Tyler, now compose the Tyler Junior College District are:

- The Winona Consolidated Rural High School District #67
- The Chapel Hill Independent School District
- The Lindale Independent School District
- The Rice Consolidated Common School District #13
- The Dixie Rural High School District #5
- The Swan Consolidated Common School District #60
- The Pine Springs Common School District #48

The enlargement of the district will make possible an extended service by Tyler Junior College and has already made possible the reduction of the cost of attending college for those students whose residence is in the Tyler Junior College District.

Functions of the College

The course of study is intended to meet the needs of students who expect to take four years of college work, of those who intend to enter professional schools, and those who are preparing to begin their life's work after completing a year or more in college. Another equally important function of the Tyler Junior College is an adult education program which meets the needs of the area. The basic purpose of the institution is to prepare for good citizenship.

Accrediting and Affiliations of the College

The Tyler Junior College is a member of the Association of Colleges and Secondary Schools for the Southern States and the Texas Association of Colleges.

Membership in these accrediting associations makes possible the transfer of credit for work done in Tyler Junior College to other colleges and universities.

Transfer to Other Institutions

Since senior colleges differ in their curricula, a student should secure the catalogue of the institution to which he intends to transfer credit. Although credit is transferable from Tyler Junior College to senior colleges and universities, the student should plan his courses for his first two years to meet the requirements of the senior institution.

Library

An excellent reference library consisting of more than 10,000 volumes is housed in the main college building, where a beautiful reading room, furnished with standard equipment, is available for student use. Standard magazines and periodicals are also contained in the collection.

SCHOLARSHIPS AND AWARDS

Honor Graduate Scholarship

The highest honor graduate of any affiliated high school is given a scholarship covering his tuition. This scholarship must be used within one year from the date of graduation.

The Young Men's Bible Class of the First Baptist Church

The Young Men's Bible Class of the First Baptist Church awards a scholarship to a meritorious Baptist student.

Vocational Crafts Scholarships

Several partial scholarships for vocational craft courses are available to high school graduates for whom tuition is not paid by a governmental agency, such as the State Division of Vocational Rehabilitation, etc. For particulars application should be made to the Dean.

A.A.U.W. Loan Fund

The Tyler Branch of American Association of University Women provides a loan of \$150.00 per year to a deserving and needy young woman who is a graduate of any high school in Smith County and who pursues her studies in Tyler Junior College. Application will be made to the principal of the high school.

The Criterion Club

The Criterion Club awards a scholarship for a worthy student, following the recommendation of a faculty committee and the approval of the Criterion Club.

The En Avant Club

The En Avant Club, a group of civic-minded young ladies, annually provides a scholarship to some young woman through its loan fund.

The Swanson Award

A prize of \$100 is awarded by Former Representative F. G. Swanson for an essay contest concerning a subject in the field of government.

The Junior D.A.R.

The Junior Daughters of the American Revolution awards a scholarship each year to a promising young woman.

VOCATIONAL REHABILITATION

The State Board for Vocational Education, through the Vocational Rehabilitation Division, offers assistance for tuition to students who have certain physical disabilities, provided the vocational objective selected by the disabled person has been approved by a representative of the Division. Application for Vocational Rehabilitation assistance should be made to the nearest Rehabilitation office or to the Director of Vocational Rehabilitation, 302 Walton Building, Austin, Texas.

STUDENT INFORMATION

Student Load

Except by special permission from the Registrar or the Dean, a student will not be permitted to register for fewer than four or more than five courses.

Tuition and Fees

Tuition rates in Tyler Junior College are low, since the college is partially supported by the State of Texas. The tuition and fees are as shown below. Tuition payments are due in advance by the semester. Any other arrangement must be made by special agreement with the Business Manager.

Tuition rates and fees per semester are as follows:

	Tuition	Activity Fee	Student Union Fee
Residents of the TJC District:			
For three or more subjects.....	\$35.00	\$6.00	\$1.00
For two subjects.....	20.00	6.00
For one subject.....	13.50	6.00
Non-Residents of the TJC District :			
For three or more subjects.....	45.00	6.00	1.00
For two subjects	25.00	6.00
For one subject.....	15.00	6.00

Vocational, night and terminal courses—see special announcements of these courses for rates.

When tuition and fees are paid in installments, the following carrying charges are added:

	Carrying Charge
For three or more subjects	\$2.50
For two subjects	\$2.00

The student activity fee enables the student to attend all regular college athletic contests, social affairs, and dramatic and literary productions without further admission charge.

The following laboratory fees are paid by students enrolled in the indicated courses:

Science Laboratory fees per semester*

Biology	\$6.00
Chemistry	6.00
Physics	6.00
Geology	3.00

Business Laboratory fees per semester

Typewriting	\$5.00
Comptometer	5.00
Business Machines	5.00

Home Economics Laboratory fees per semester*

Foods	\$3.50
Clothing	2.00

* Do not apply in the Nurse Training Program.

Music:

Individual lessons

	Special Students Who Take Only Music		Regular Students Who Enroll for 15 Semester Hours or More	
	One 30 min. lesson per week	Two 30 min. lessons per week	One 30 min. lesson per week	Two 30 min. lessons per week
Piano				
Mr. Ziegler,	\$4.00	\$7.00	\$3.00	\$5.00
Mrs. Trulove				
Voice				
Miss Ohlin	4.00	7.00	3.00	5.00
Violin				
Mr. Kirshbaum	4.00	7.00	3.00	5.00
Harp				
Mrs. Kirshbaum	4.00	7.00	3.00	5.00
Clarinet				
Mr. Fowler	2.50	5.00	2.50	5.00
Voice Diction	One Hour Per Week		\$18.00 per semester	
Practice Room	One Hour Per Day		4.00 per semester	

A cap and gown fee of \$2.50 and a diploma fee of \$2.50 are paid by students at the time of graduation.

Non-Resident Fee

Students whose residence is outside the State of Texas, and who are thereby classified as non-resident students according to the definition provided by House Bill 507 (enacted by the Fiftieth Legislature of the State of Texas), are charged a non-resident fee of \$150 per semester for a full student load of twelve hours or more in accordance with the provisions of House Bill 507. For less than twelve hours, such a student is charged a proportionate non-resident fee of ten dollars per hour per semester.

The summer school non-resident fee is \$60.00 per term.

Refund Policy

All fees other than tuition are non-refundable.

During the regular sessions (fall and spring semesters) the tuition charge for withdrawals effected during the first two weeks of classes is 20 percent of the regular tuition fee. The tuition charge for withdrawals effected during the third week of the semester is 40 percent of the total, 60 percent during the fourth week, 80 percent during the fifth week, and 100 percent after the fifth week.

Tuition and fees are returnable only by special action of the Board of Trustees.

Attendance

Regular class attendance is fundamental for the success of the student; therefore a student must report promptly and regularly to all classes. Excessive absence will be cause for dropping the student from the rolls.

ACTIVITIES

The Tyler Junior College provides various types of student activities which furnish training in leadership, afford opportunities for diversion, and serve as a means of development of the student. Among these activities are the following:

The Apache

The Apache is the college yearbook. It is an outstanding publication edited and published by a student staff.

The Apache Band

The famous Apache Band is the official college band, open to all qualified students.

The Pow-Wow

The Pow-Wow, the official college newspaper, is prepared and managed by a student staff under the direction of faculty sponsors. Students act as reporters, editors, and business managers of this publication. The paper is furnished free to students.

The Apache Belles

The nationally famous Apache Belles is a uniformed women's organization which presents skilled group performances and routines at football games, and on other occasions.

Throughout the year special study is given to good taste in clothing, make-up, manners and general personal improvement.

In Athletics

The college schedules inter-collegiate games in football, basketball, tennis, track and golf as a member of the Big Six Junior College Conference. During the 1950-51 season, conference championships were won in basketball and football. An intramural program including tennis, handball, basketball, and other sports is provided.

The Atta Kula Kula

This traditional organization of the women of the college provides a general program of recreation, entertainment, instruction and social activity for all women interested in membership. For the past six years Mr. D. K. Caldwell has provided a dinner for all members of the organization.

The College Chorus

The College Chorus, a choral society of thirty voices, is open to students interested in vocal music.

Debate and Other Speech Activities

Students who are interested in working with debate belong to the Debate Club. The chief work of the club is research and actual debating on the current debate topic of the Texas Junior College Speech Association. The college also sponsors entries in Oratory, Extemporaneous Speech, and Poetry Reading. These contestants and members of the Debate Squad usually attend speech tournaments at other colleges.

The record of the Tyler Junior College speech contestants in recent years has been outstanding. Many first places in the state contests have been won.

The Engineers' Club

Is composed of students interested in all fields of engineering. Various field trips are taken to indicate the future possibilities of the different branches of the engineering profession.

The Dollars and Sense Club

Is the organization of students preparing to enter the business vocations, such as secretarial and clerical. It provides helpful guidance to the members of the club, as well as pleasant social activities.

The Law Club

Is an organization of students preparing for the profession of law or an allied profession. It takes an active part in all campus affairs, as well as arranges instructive meetings for its members.

Stones and Bones Club

An organization composed of geology students and other students interested in this field. Field trips, lectures, and other activities are provided to stimulate an interest in the various branches of geology and paleontology.

Las Mascaras Dramatic Club

Las Mascaras fosters an interest in all phases of dramatic art. Meetings are held semi-monthly, including several social meetings each year. Any student in Junior College who is interested in dramatics is eligible for membership. Las Mascaras sponsors major productions each year and also an entry in the one act play contest of the Texas Junior College Speech Association.

Phi Theta Kappa

Is composed of members selected on the basis of scholarship, character, leadership and service. Its membership is restricted to ten per cent of the students enrolled in the Tyler Junior College, and the faculty and local chapter name as members those students meriting special honor.

Social Activities

The social activities of the college include at least one general social event each college month. The parties, dances, and other social affairs are under the direction and management of the Student Council and a faculty committee headed by the Dean of Women.

The Student Council

The student council is the official organization for student government.

Honor Roll

To promote high standards of scholarship, the college has established an honor roll. Ten honor points are necessary for eligibility. The grade of A carries three honor points; the grade of B, two; and the grade of C, one. The student must be enrolled in at least four courses and no grade may be less than C.

REQUIREMENTS FOR ADMISSION

Students will avoid delay in registering by sending a transcript of credits from the high school or college last attended. This should be done at least two weeks before the date of registration.

1. For Admission Without Condition

For full admission to academic or business courses, graduation from a standard high school with at least fifteen units of high school credit, including three units in English, is required. The elective units must be chosen from the list approved by the State Department of Education.

2. Admission By Examination

Students who are not graduates of a high school may absolve the deficiency by taking examinations. Students, other than veterans of World War II, who are under twenty-one years of age must complete entrance examinations prior to or at the time of admission.

3. Admission To Vocational Shop Courses

Any person will be admitted to the vocational courses who, in the judgment of the Director of Vocational Education, can successfully complete this work.

REQUIREMENTS FOR GRADUATION

Associate in Arts Degree

Students who complete specified requirements for graduation receive the Associate in Arts Degree. Students must complete sixty semester hours of work (exclusive of physical training) with an average grade of at least C. The sixty semester hours should include twelve hours in English, three in government, and at least fifteen hours of sophomore rank; however, the degree will be granted to any student completing any required sixty hours on a baccalaureate degree plan provided government is included and the general average is at least C. At least fifteen semester hours must be completed at Tyler Junior College.

Students who graduate are required to attend the commencement exercises unless excused for good reason.

Associate in Science Degree in Business

Students who complete two years (sixty semester hours) of combined academic and business curriculum (exclusive of physical training) with a C average will be awarded the Degree of Associate in Science. Three semester hours of government must be included.

Proficiency Certificates

Students who satisfactorily complete courses of a vocational nature will be awarded certificates of proficiency.

Explanation of Hours, Courses, Numbering and Credit

One semester hour represents one class hour per week for four and a half months; in other words, one course meeting three hours a week for nine months carries credit of six semester hours.

Courses are numbered as follows: The first digit of the number indicates the college year in which the course is taken; the second digit in the number indicates the semester of the college year in which the course is taken; the final digit indicates the credit value of the course in semester hours; thus, English 123 indicates that the course is the first year, second semester English with a credit value of three semester hours.

All descriptive titles of courses are followed by two numbers in parenthesis. The first of these numbers gives the number of class meetings each week while the second number gives the number of hours of laboratory each week. For example, the notation (3-2) indicates that a course has three class meetings and two hours of laboratory weekly.

Prerequisite Courses

The description of each course is followed by a specification of prerequisite courses, if any. No student may enter a course unless he has had the prerequisites without permission of the Dean.

Withdrawal of Courses

A course may be withdrawn unless it is elected by a sufficient number of students. In general, a course will not be given for fewer than eight students.

Dropping Courses

No student may withdraw from any course he has entered except by permission of the Dean or Registrar. A student dropping a course without permission will be given a grade of F on the course.

Reports of Grades

Reports of students' grades and standing are mailed to parents following each nine weeks. Complete reports are also mailed at the end of each semester.

Grades

A—excellent; B—good; C—fair; D—passing; E—conditional; F—failure. A student making E will be permitted to remove the condition by a second examination within a semester.

SUGGESTED COURSES OF STUDY FOR FRESHMEN

The student should check his course by the catalogue of the college to which he intends to transfer or request the Registrar to assist him in doing so.

Bachelor of Arts or Bachelor of Science Degree

SUBJECT

CREDIT

English	6 semester hours
Mathematics	6 semester hours
History	6 semester hours
Natural Science	8 semester hours
Foreign Language	6 semester hours

Medicine

English	6 semester hours
Chemistry	8 semester hours
Mathematics	6 semester hours
French	6 semester hours
Biology	8 semester hours

Law

English History	6 semester hours
English	6 semester hours
Natural Science	8 semester hours
Mathematics	6 semester hours
Public Speaking	6 semester hours
Typewriting, (non-credit if also taking Business Administration),	0 semester hours

Suggested Courses of Study for Freshmen—Continued

SUBJECT	Pharmacy	CREDIT
English		6 semester hours
Biology		8 semester hours
Physics		8 semester hours
Chemistry		8 semester hours
Elective		6 semester hours

Optometry

English	6 semester hours
Physics	8 semester hours
Chemistry	8 semester hours
Biology	8 semester hours
Mathematics	6 semester hours

Pre-Nursing

Baccalaureate Degree Plan

English	6 semester hours
History	6 semester hours
Biology or Chemistry	8 semester hours
Mathematics	6 semester hours
Foreign Language (U. of Texas)	6 semester hours
Elective	6 semester hours

Dentistry

English	6 semester hours
Chemistry	8 semester hours
Biology	8 semester hours
Physics	8 semester hours

Engineering

English	6 semester hours
Chemistry	8 semester hours
Mechanical Drawing	3 semester hours
Descriptive Geometry	3 semester hours
Engineering Problems (A.&M. students only)	4 semester hours
Algebra	3 semester hours
Trigonometry	3 semester hours
Analytics	4 semester hours
Public Speaking (A.&M. students only)	2 semester hours
Physics 124-A (University of Texas students only)	4 semester hours

Bachelor of Business Administration

Mathematics	6 semester hours
English	6 semester hours
Natural Science	8 semester hours
Public Speaking	3 semester hours
Electives	9 semester hours
Typewriting (non-credit)	0 semester hours

Laboratory Technology

Designed to meet the particular needs of the medical profession in the East Texas Area, this two-year course as outlined not only enables the trainee to perform laboratory technician duties but also those of a medical secretary. Completion of a third year qualifies the student for the status of licensed laboratory technician.

Laboratory Technology (Laboratory Aid)

Freshman Year

English 113-123
Chemistry 114-124
Biology 114-124
Typewriting 113-123
Applied Laboratory
Technology 124
Elem. Accounting 123

Sophomore Year

Government 223-A
Psychology 213
Organic Chemistry 114-124
Physiology 213
Applied Laboratory Technology 214-224
Shorthand 113-123

X-Ray Technology

Owing to the growing demand for specialized trainees in X-Ray Technology, the Tyler Junior College offers a two-year program in this field. As in the laboratory technology field, the student who follows the recommended curriculum is able to perform the duties of medical secretary.

First Year

English 113
Physics 114-124
Biology 114-124
Biology 111.5, 121.5
Practical X-Ray Techniques
113-123

Second Year

Chemistry 114-124
Physics 111.5-121.5
Accounting 113
Business English 113
Shorthand 113-123
Practical X-Ray Techniques
213-223
Typing 113-123

BUSINESS AND COMMERCIAL TRAINING

These courses are definitely planned to train the student for work in an office. A student may complete them as quickly as his ability and industry enable him to reach the required proficiency.

Students who complete courses with the required proficiency receive appropriate "Certificates of Proficiency."

SUGGESTED INTENSIVE BUSINESS COURSES

Seven to Nine Months

COMPLETE GENERAL BUSINESS

Shorthand (Simplified Functional Method)

Theory & Dictation
Dictation & Transcription
(Minimum speed 80)

Remedial Handwriting

Business English

Emphasis on Sentence Structure,
Punctuation, Spelling and
Grammar
Composition of Business Letters

Typewriting

Development of Keyboard
Speed Emphasis (60 Minimum)
Tabulation
Problems in Arrangement of
Letters
Letter Writing
Manuscripts and Legal Documents
Office Typewriting Problems

Secretarial Accounting

Professional Accounting
Partnership Accounting
Corporation Accounting

Secretarial Training

Steps to Secretarial Success
Personality and Office Relationships
The office mail
Filing Systems
Communication & Transportation
Duties of the Receptionist
Financial & Legal Duties
Success on the Job

Business Machines

Monroe Calculator or Comptometer
Ten Key Adding-Listing
Full Key Adding-Listing
Dictaphone Machines
Mimeograph Machines

Bookkeeping Machines

Commercial Posting Machine
Bank Posting Machine

JUNIOR ACCOUNTING

College Accounting

Introduction to Accounting
(Proprietorship)
Intermediate Accounting
(Partnership & Corporation)

Business Law

Fundamentals of Business Law
Contracts, Negotiable Instruments
Property, Real Estate

Automobile Accounting

Mathematics of Accounting

Drafts, Notes, Discounts
Social Security and Withholding
Taxes
Payrolls, Insurance, Stocks, Bonds

Remedial Handwriting

Office Machines

Typewriting
Fundamentals of Operation
Preparation of Business
Correspondence
Financial Statements

Federal Tax Accounting

Preparation of Returns
Individual, Partnership, Corporation, Special
Study of Pertinent Laws & Regulations

Monroe Calculator

Adding-Listing Machines

Commercial Posting Machine
Accounts Receivable
Accounts Payable

Time required: seven to nine months

SECRETARIAL SCIENCE

Shorthand (Simplified Functional Method)

Theory & Dictation
Dictation & Transcription

Typewriting

Keyboard Development
Speed Emphasis (60 Minimum)
Tabulation
Problems in Arrangement of Letters
Letter Writing
Manuscripts & Legal Documents
Office Typewriting Problems

Remedial Handwriting Business English

Emphasis on Sentence Structure,
Punctuation, Spelling and
Grammar
Composition of Business Letters

Mathematics of Accounting

Business Machines

Stenographic or Clerical Training

Steps to Clerical Success
Personality and Success
The Office Mail
Dictaphone Transcription
Communication & Transportation
Financial and Legal Duties
Filing Systems

Time required: seven to nine months

COMPTOMETER COURSE

Addition—Key Location
Multiplication
Percentage
Constants
Pay Roll
Chain Discounts
Proration
Cost, Selling Price
Time required: 1 to 3 mos.

MONROE CALCULATOR COURSE

Four Fundamentals
Distribution and Proration
Percentage
Reciprocals
Interest
Credit Balances
Discounts
Net Value

Time required: 1 to 2 mos.

ASSOCIATE IN SCIENCE DEGREE IN BUSINESS

For business students interested in something more than the traditional, intensive seven-to-nine months business course, the semi-professional Degree of Associate-in-Science in Business is awarded, either in the secretarial or accounting fields, upon the completion of sixty hours of work. Students will find the extra time and study well worth the effort upon receipt of this degree. Suggested courses of study are as follows:

SUGGESTED ASSOCIATE IN SCIENCE DEGREE PLANS

Secretarial Plan (Freshman Year)

English 113-123	6 semester hours
Typing 113-123	6 semester hours
Shorthand 113-123	6 semester hours
Business Correspondence	3 semester hours
Mathematics of Accounting	3 semester hours
Elective*	3 semester hours
Business Law 113.....	3 semester hours

30 semester hours

*Recommendations:

Legal secretaries take U. S. History; oil company secretaries take Geology; school secretaries take Education 113-123.

(Sophomore Year)

English 223-A	3 semester hours
Government 223	3 semester hours
Shorthand 213-223	6 semester hours
Economics 213	3 semester hours
Secretarial Training 113-123	6 semester hours
Typewriting 213-223	6 semester hours
Office Machines 113	3 semester hours
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30 semester hours	

Senior Accounting Plan (Pre-C.P.A. Examination Plan)

(Freshman Year)

Typewriting 113-123	6 semester hours
Algebra 113C	3 semester hours
Automobile Accounting 123A	3 semester hours
Office Machines 113	3 semester hours
Federal Tax Accounting 123B	3 semester hours
Business Law 113	3 semester hours
Accounting 113-123	6 semester hours
Mathematics of Finance 123	3 semester hours
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30 semester hours	

Business Correspondence 113 (Alternate for Typewriting 123)

(Sophomore Year)

Accounting 213-223	6 semester hours
Auditing 213B-223B	6 semester hours
Cost Accounting 213A	3 semester hours
Municipal and Government Accounting 223A	3 semester hours
Economics 213	3 semester hours
Advanced Business Law 213	3 semester hours
C.P.A. Problems and Review 223C	3 semester hours
Government 223	3 semester hours
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30 semester hours	

Complete General Business Plan

(Freshman Year)

Shorthand 113-123	6 semester hours
Typing 113-123	6 semester hours
Secretarial Training 113-123	6 semester hours
Business Correspondence 113	3 semester hours
Math of Accounting 113	3 semester hours
Accounting 113-123	6 semester hours
Business Machines 113	3 semester hours
Bookkeeping Machines 111	1 semester hour
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34 semester hours	

(Sophomore Year)

Government 223	3 semester hours
Shorthand 213-223	6 semester hours
Typing 213-223	6 semester hours
Economics 213	3 semester hours
Speech 113	3 semester hours
Business Law 113	3 semester hours
Dictaphone 111	1 semester hour
Calculator 113 or Comptometer 113	3 semester hours
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28 semester hours	

ADULT EDUCATION - EVENING COLLEGE

Many adults, who have been out of school for some years, enroll for one or more courses in the college. Some enroll in regular academic courses, such as Spanish, while others enroll for vocational work such as typewriting, shorthand, woodwork and welding.

In order to accommodate these students classes are arranged at any time convenient for them. A regular schedule of evening classes has been arranged meeting from 7:00 p. m. until 9:30 p. m.

Any adult interested is invited to call the Registrar, Phone 4-4281, or the Director of Evening College, Phone 2-6761 for further information.

DESCRIPTION OF COURSES ♦

Agriculture

Courses with the asterisk are offered in 1951-52.

Agriculture 113. General Animal Husbandry (2-2) An introductory survey course intended to acquaint the student with the importance of livestock and livestock farming. General factors influencing efficiency in feeding, market value, breeding, health and adaptability of various species to geographical and climatic regions are studied. The course is designed to develop in the student an appreciation of improved livestock. Selecting and judging the various breeds and market classes stressed in laboratory.

Agriculture 113A. Economic History of Agriculture. (3-0). The economic history of American agriculture and its European background; the interrelationship between development in agriculture and industry and commerce; the growth of institutions and the enactment of legislation for the advancement of agriculture.

Agriculture 123. Fundamentals of Crop Production (2-2). Classification and distribution of farm crops; importance of good varieties and good seed; crop improvement; preparation of the seed bed, commercial fertilizers, manures and lime; seeding practices; crop tillage; harvesting; meadow and pasture management; weeds; crop rotation; diseases and insect enemies.

♦ For a description of the system of numbering of courses, see Page 15 of this catalogue.

***Agriculture 113B. Dairying (2-2).** Dairying in its relation to agriculture and community development; branches of dairy industry and conditions affecting their development; the place of dairying on the farm; composition and food value of milk and its products; the production and handling of clean milk on the farm.

***Agriculture 113C. Poultry Production (2-2).** The breeds and types of poultry, culling, poultry for egg production, incubation, brooding and feeding for growth and egg production, winter and summer management, housing and hygiene, preparing poultry for market, methods of marketing; practical application of these subjects to general farm conditions. The practice consists of the identification of breeds and varieties, judging poultry for egg production, plans for poultry farms and poultry houses, identification of feeds.

Agriculture 113D. Floriculture (2-2). A course dealing with the many phases of ornamental gardening. New methods in pest control, moisture determination in soils, and other later techniques.

Agriculture 123A. General Entomology (2-2). The systematic position of the various insects; the relation of the anatomy of the insect to control measures; the life histories of the more common insects; methods of control for injurious forms.

***Agriculture 123B. Plant Propagation (2-2).** Fundamental principles of propagating plants, including vegetables, ornamentals and fruits. Methods of handling seed, including special treatment to influence germination; the starting of plants by the use of cuttings, layers, buds, grafts and bulbs; the ways of propagating specific plants with emphasis on methods and rootstocks; factors influencing growth of plants after transplanting.

***Agriculture 123C. Farm Machinery (2-2).** Construction, operation, adjustment and servicing of farm engines and tractors. Adaptability, selection, economic utilization, construction, operation and adjustment of the principal tillage, planting, cultivating, harvesting and feed processing machines.

Art

Art 113. Design (2-4). Fundamental experience with various materials; emphasis upon the development of an awareness of the factors of visual expression, color and form. Emphasis upon design.

Art 123. Drawing (2-4). A continuation of Art 113. Emphasis upon drawing.

Art 113A. Home Planning and Furnishing (Interior Decoration) (2-4). This course includes some work in floor plans in relation to the work units and furnishings of the home. A study is made of furniture and the selection and placing of furnishings suited to the modern home.

Art 113B. Introduction to Art Appreciation (3-0). This course is open to all students as an elective. Its purpose is to give a better

understanding of the part art plays in the home, the community, religion, industry, and commerce. Studies of examples of the art of the past will be compared with contemporary work.

Art 113C. Sculpture (2-4). Stressing simple beauty of line, form, space in relief and in the round.

Art 113D. Photography (3-0). A basic course covering fundamental photographic operations from the practical side dealing with cameras, shutter speeds, exposures and how to use photographic techniques for maximum expressiveness.

Art 113E. Applied Design. Study of design applied to crafts, such as leather, plastics, metal, papier-mache, carving, basketry, puppetry, and modeling.

Art 113F. Drawing and Painting. Practice in freehand drawing, sketching, and oil painting for beginners.

Art 113G. Weaving. Study of various traditional kinds of weaving. Use of several kinds of looms, and practice in reading patterns as well as creating original designs. Experience in figuring warp and weft, and in threading the loom. The weaving of rugs, belts, towels, yardage, runners, table mats, napkins, etc. Recommended for home economics textile majors.

Art 113H. Modeling and Pottery. Instruction in preparation of clays for ceramics; study of processes of making pottery, including the coil, slab, slip casting, and turning methods. Modeling in relief and in the round, and an introduction to firing and glazing.

Art 113I. Creative Hobbies. For recreational leaders, prospective teachers or workers with therapeutic art for hospital work, or for anyone wishing to develop a hobby. Study and practice of weaving, modeling, carving, leather craft, textile printing, dyeing, etc. Conducted as a workshop, each student choosing crafts of individual interest.

Art 113J. Costume Design. Application of art principles to dress. Design for various occasions, and for the stage. Study of personality and of period costumes and their relation to modern costuming. Personal grooming.

BIBLE

(By affiliation with the Smith County Baptist Chair of Bible)

Bible 113. Old Testament Survey (3-0). A study of all the books of the Old Testament giving attention to the historical setting, the message, and the place of each book in its relation to the Bible as a whole.

Bible 123. New Testament Survey (3-0). A study of all the books of the New Testament as to author, message, and relation to the entire Bible.

Bible 213. Life and Teachings of Christ (3-0). A study of the life of Jesus and His teachings as applied to present day life.

Bible 223. Life and Teachings of Paul (3-0). A study of the life and teachings of Paul and their part in the early spread of Christianity.

Theology 213A. Comparative Religions (3-0). A survey of the principal religions of mankind past and present.

Biology

Biology 114. General Biology (3-3). A study of the nature of protoplasm and the structure and function of cells is followed by a systematic survey of representative types, with emphasis on such forms as are of human interest or application. Synthetic processes in plants and the cycle of the elements in nature are next considered. Finally, a study of adaptations in selected types is made the basis for a consideration of the origin of species.

Biology 124. General Biology (3-3). A continuation of Biology 114. Organ systems, mitosis, gametogenesis, and a brief introduction to embryology are followed by the basic principles of genetics.

Applied Laboratory Technology 114-124. (2-8). Theory and practice in the science on a professional basis.

Biology 114A. Anatomy and Physiology (3-3). A study of the anatomy and physiology of the human body. Emphasizes biological principles as applied to vertebrates in general and especially man.

Biology 113. Microbiology (3-2). The characteristics and activities of microorganisms and their relation to health and disease.

Bacteriology 113. Elementary Bacteriology (2-3).

Business Administration

Business Administration 113-123. Introduction to Accounting (3-7). A beginner's course in accounting. A study of business vouchers, the meaning and purpose of accounting, the preparation of financial statements, controlling accounts, valuation accounts, ledgers, and the books of original entry.

Second Semester—A study of the nature and characteristics of partnership and corporate forms of business enterprise. The study of the formation, operation, dissolution, and liquidation of each type of organization. Two practice sets are required.

Business Administration 123-A. Automobile Accounting (3-0). General Motors Accounting System, simplified system of Cost Accounting involving costing of materials, labor, and overhead. Course follows Standard outline based on Standard Accounting System prescribed by General Motors Acceptance Corporation.

Business Administration 111-K. Income Tax Problems. A course dealing fundamentally with income tax in relation to accounting and preparing of business income tax returns.

Business Administration 123B. Federal Tax Accounting (3-0). Preparation of all forms of tax returns, together with study of pertinent laws and regulations pertaining thereto.

Business Administration 214-224. Elementary Accounting (3-4). The principles of accounting for a single proprietorship organization. A study of the accounting equation, business transactions, business papers, ledgers, books of original entry, classification and interpretation of accounts and statements, valuation accounts, accrued and deferred items, and the accounting cycle.

Second Semester—Accounting for partnership and corporate business enterprises. A study of the characteristics of each organization, formation, dissolution, and liquidation.

Prerequisite: Sophomore standing.

Business Administration 213-223. Intermediate Accounting (3-3). Study of financial accounting principles, including treatment of working papers in the advanced stages. Advanced partnership accounting problems dealing with organization, entrance of new partners, dissolution, and equities. Further study of Corporate Accounting for organization, capital stock, ratios, investments, analysis of statements; including specialized statements such as Application of Funds.

Second Semester—Study of special topics involving problems of consolidation, preparation of consolidated statements, problems in equity with reference to control, Branch accounting, Fiduciary, and other special types of statements and their analysis.

Prerequisite: Business Administration 123.

Business Administration 213A. Cost Accounting (3-0). Accounting for various elements of cost, including organization and procedures involved in recording and assembling data involving labor, material and burden. Study of the various systems; Job order, Process, and Standard Cost. Treatment of predetermined costs for materials, direct labor, and burden.

Prerequisite: Business Administration 123.

Business Administration 223A. Municipal and Governmental Accounting (3-0). The study of accounting principles as they apply to the various governmental functions. Special emphasis on accounting for funds and public budgetary problems together with study and analysis of governmental problems as they appear in CPA examinations.

Prerequisite: Business Administration 213.

Business Administration 213B. Auditing (3-2). Treatment of the principles and procedures employed by Public Accountants in the examination of financial statements, with special emphasis on preliminary work and preparation of audit working papers.

Prerequisite: Business Administration 123.

Business Administration 113A. Oil Accounting (3-3). Presents accounting methods and procedures peculiar to the oil industry. Emphasis is placed on specific procedures relative to this field.

Business Administration 223B. Auditing (3-2). Further study of auditing problems with special emphasis on check procedures for verification of supporting data. The case method of study of the application of auditing principles and procedure. Preparation of the Audit Report.

Prerequisite: Business Administration 213.

Business Administration 223C. C.P.A. Review Problems.

Intensive study and analysis of various types of problems appearing in prior examinations. Includes treatment of problems in Accounting Theory, Auditing, and Business Law.

Prerequisite: Business Administration 213.

Business Administration 113L. Business Law (3-0). Treatment of fundamentals, contracts, agency, negotiable instruments, property, and real estate are among subjects covered.

Business Administration 213L. Advanced Business Law (3-0). General principles involving law of bailments, sales, conditional sales, agency, negotiable instruments as they appear in actual cases illustrating practical business problems.

Prerequisite: Business Law 123.

Business Administration 112. Oil and Gas Law (2-0). A course designed for workers in the petroleum production, leasing, scouting and other oil industry activities.

Business Administration 114. Real Estate Law (4-0). The legal decisions and statutory provisions regarding the real estate business.

Business Administration 113C. Business English (3-0). A study of grammar, punctuation, sentence structure, and paragraphing, and composition of business letters.

Business Administration 114D. Business Mathematics (5-0). This course covers the simpler exercises and problems of every day business calculations—including such topics as: the use of aliquot parts, practice on short methods of calculation, fractions, percentage, interest and discount, bonds, depreciation, social security taxes, property taxes, insurance, and stocks.

Business Administration 113I. Investments. This course analyzes the investment problems from the standpoint of the individual investor. It discusses the principles governing the proper investment of personal and institutional funds.

Business Administration 113M-123M. Office Machines (1-4). A course planned to develop in the student a working knowledge of a variety of calculating machines, the dictaphone, the mimeograph, the billing machine, the comptometer and the bookkeeping machine.

A student may arrange to specialize on a particular machine.

Business Administration 113F-123F. Secretarial Practice (2-3). A course designed for students who are interested in the secre-

tarial field. It covers speed dictation, transcription, office ethics, duplicating, office machines, filing, and postal information; practice is given in interviewing callers, attending business conferences, and in telephone technique.

Business Administration 113S-123S. Elementary Shorthand (5-5). Detailed study of principles of Gregg Shorthand by Simplified Functional Method. Special attention given to word signs, special forms, phrase writing, and rapid reading of shorthand.

No credit in shorthand is granted until proper efficiency in typewriting is demonstrated. Students must attain a shorthand speed of at least sixty words per minute with not more than 5 errors in order to receive credit in Shorthand 123.

In the second semester there is continued study and review of the principles of shorthand. Dictation and transcription of new matter with emphasis upon readiness and accuracy in transcription.

Business Administration 213S-223S. Advanced Shorthand and Office Procedure. (5-5). Continued study and review of the principles of shorthand. Emphasis on speed building and transcription.

In the second semester emphasis is on taking dictation at very high rates of speed. Dictation is given in the legal, medical, and other technical fields as well as general office routine.

Business Administration 110T-120T. Elementary Typewriting (3-0). A beginner's course in typewriting. Exercises for the mastery of the keyboard by the touch system, instruction in the care of the machine, study of form and arrangement of simple business letters and simple centering. Required of B. B. A. students.

Typewriting problems in addressing envelopes, writing business letters, tabulation, manuscript writing, and legal document writing.

Business Administration 113T-123T. Typewriting (1-4). A beginner's course in typewriting. Exercises for the mastery of the keyboard by the touch system, instruction in the care of the machine, study of form and arrangement of simple business letters, and simple centering.

Typewriting problems in addressing envelopes, writing business letters, tabulation, manuscript writing, and legal document writing.

Business Administration 213T-223T. Advanced Typing Problems (1-4). This course includes business reports, business documents, legal documents, tabulation, statistical material, manuscripts, cutting stencils, various forms of business letters and a continued emphasis upon typing speed and efficiency.

Prerequisite: Business Administration 113T-123T.

Business Administration 110F. Remedial Handwriting. A course designed to develop the ability to write in an easy, readable manner. Especially designed and planned to meet the approval of business men. Required of Business Students.

Chemistry

Chemistry 114-124. General Inorganic Chemistry (3-4). Technical course. Serves prerequisite requirements for engineering, medicine, and other professional courses requiring advanced work in Chemistry. The course deals with the fundamental principles and phenomena of the subject. During the last twelve weeks the laboratory work deals with the general principles and methods of qualitative analysis.

Chemistry 113-123. Introductory Chemistry (3-3). Non-Technical Course which meets the needs of those who do not expect to specialize in science, engineering, or medicine. Cannot be substituted for Chemistry 114-124 in meeting prerequisite requirements. Chemistry 113-123 and Chemistry 114-124 may not both be counted for credit.

Chemistry 214-224. Organic Chemistry (3-4). Principles of Organic Chemistry. Prerequisite: Chemistry 124.

Chemistry 214A-224A. Quantitative Analysis (2-6). Quantitative chemical analysis and its theory. Prerequisite: Chemistry 124.

Pharmaceutics 113. A study of the general principles and practical applications of pharmacy.

Economics

Economics 113. Consumers Economic Problems (3-0). Fundamental principles in the selection and purchase of consumers goods.

Economics 213. Principles of Economics (3-0). An examination of fundamental economic concepts and principles.

Prerequisite: Sophomore standing.

Economics 223. Economic Problems (3-0). A study of contemporary economic issues and problems.

Prerequisite: Sophomore standing.

Education

Education 113. Introduction to Educational Psychology (3-0). An introductory study of mental life and the psychological principles underlying motivation, behavior, individual differences, and the learning processes.

Education 123E. Introduction to Education (3-0). A brief survey of the general field of education brought out through a study of the evolution of the present day public school and its practices.

Education 213. Fundamentals of Secondary Education (3-0). A study of the relationship of the adolescent psychology to the materials and techniques of the secondary school.

Prerequisite: Ed. 113, Ed. 123.

Education 213A. The Elementary School Curriculum (3-0). The Elementary School defined. An overview of education for the whole child. A philosophy of education and general objectives for the elementary school. Offerings and scope of work. The short and long unit, field trips, materials.

Education 213B. Principles of Teaching in the Elementary School (3-0). The elementary teacher. How to know and understand the child. Departmental plan vs integrated plan. Teaching procedures.

Education 223. Methods and Management in the Elementary School (3-0). Methods of teaching in the elementary grades. Further consideration given to selection of subject matter, organization of lesson plans, and demonstration lessons.

Engineering

Engineering 112-122. Engineering Problems (1-2). Operation of the slide rule and its use in the solution of problems involving the principles of mechanics and cranes and trusses.

Engineering 113. Engineering Drawing (2-7). Care and use of drawing instruments, exercises in the use of the drawing instruments, free-hand lettering, geometric construction of plane curves, orthographic and axonometric projections, conventions, section linings, threads, bolts, rivets, helixes, dimensioning drawings, principles of working drawings, technical sketching, shading, patent office drawings, graphs, structural drawing, topographical drawing, and reproduction of drawings.

Engineering 123. Descriptive Geometry (3-6). Principles of descriptive geometry and their applications to problems of engineering and architecture. Includes auxiliary views, developments, intersections, double-curved and warped surfaces in addition to point, line, and plane problems.

Prerequisite: Engineering Drawing.

Engineering 223. Applied Mechanics. Statics (3-0). For sophomore students of engineering and architecture, and others who are required to have a comprehensive course in the analysis of forces on structures and machines, the resultants and equilibrium of force systems, friction, moments of inertia of areas, center of gravity, and similar engineering problems.

Prerequisite: Physics 124 or 124A and credit or registration in Calculus 224.

English

English 113. Composition and Rhetoric (3-0). The development of the student's ability to think for himself and to express his thoughts in habitually correct, clear language. A study of literature in order to encourage reading as a use for leisure.

English 123. Composition and Rhetoric (3-0). Further training in thinking and the ordering of thoughts by the study of the types of composition.

Prerequisite: English 113.

English 213. English Literature (3-0). A survey course using selections from an anthology to emphasize trends in English literature. Advanced composition.

Prerequisite: English 123.

English 223. English Literature (3-0). Completion of the survey of English literature. Advanced composition.

Prerequisite: English 213.

Journalism 113A-123A. News Gathering and Reporting (3-4). Instruction and practice in interviewing and writing; discussion of news sources, news values, and various types of news stories. Laboratory work on college paper. Admission by permission of Dean or Registrar.

English 113B. (3-0). Written and spoken English applied to technical activities.

English 113C. World Literature (3-0). A study of the world's great literature, centered around the spirit of man as an individual and as a social being.

Foreign Language

French 114. Beginner's French (3-2). Drill in the pronunciation and the grammar of the French language with written exercises, dictation and conversation in French.

French 124. (3-2). Composition and reading.

Prerequisite: French 114 or two admission units in French from high school.

French 213-223. (3-0). General survey of French literature. A brief study of political history serves as background. Classics of each period read in class. Outside readings assigned.

Prerequisite: French 124.

Spanish 114. Beginner's Spanish (3-2). Drill in the pronunciation and the grammar of the Spanish language with written exercises, dictation and conversation in Spanish.

Spanish 124. (3-2). Composition and reading.

Prerequisite: Spanish 114 or two admission units in Spanish from high school.

Spanish 213-223. (3-0). A survey of the literature of Spain. As a basis for the comprehension of the literature, a survey of Spanish history, both political and literary, from earliest origin to present decade. Lectures in Spanish. Outside reading will be assigned.

Prerequisite: Spanish 124.

Geology

Geology 114. General Geology (3-3). Physical and historical geology; processes modifying the earth's surface; materials of the earth's crust. Laboratory work in cartography, mineralogy, and petrology.

Geology 124. General Geology (3-3). Historical geology; the history of the earth through geologic time as revealed by rocks and fossils; the origin and development of plant and animal life. Laboratory work in paleontology.

Prerequisite: Geology 114.

Government

Government 113. Great Issues (3-0). A dispassionate analysis of the factors involved and the historical background for the interpretation of today's conflicts and ideologies. A study is made of the current American policy in relation to these issues.

Government 213A. American Government (3-0). A functional study of the American constitutional and governmental system, of the origins, development and present day problems of the national government, of the rights, privileges and obligations of citizenship.

Prerequisite: Sophomore standing.

Government 223 A. (3-0). The nature, organization, and general principles of local government in the United States, with special attention to these forms in Texas; the judicial, executive, and administrative functions in federal and state government; financing governmental activities. Required of all candidates for degrees.

Prerequisite: Sophomore standing.

Government 112. Parliamentary Procedure (2-0). The art of conducting and participating in meetings in an orderly, correct manner.

Home Economics

Home Economics 112. Art of Daily Living (2-0). A course designed to place emphasis on the needs and activities of the individual student to assist in making proper adjustments. The fundamental aim is to develop self-assurance through knowledge that one's health, appearance, clothes, styling, make-up, and posture are correct. Students are given personalized instruction with respect to their own problems. By means of lectures, demonstration, practice, and opportunities to perform in public, an effort is made to develop in the student greater poise and alertness. Instruction includes technique for balance and control of movement, selection and care of clothing.

Home Economics 113 A. Food Composition and Principles of Cooking (2-4). Fundamental principles in the selection and preparation of foods. Emphasis is given to problems in consumer buying.

This course should parallel Chemistry 114.

Home Economics 123 A. Meal Preparation and Service (2-4). Planning, preparation, and service of meals. Special problems in food preparation. Emphasis given to the planning and preparation of daily meals to meet the lower income levels.

This course should parallel Chemistry 124.

Prerequisite: Home Economics 113-A.

Home Economics 113 B. Elementary Clothing (2-4). The study of textile fabrics, the use and alteration of commercial patterns, the construction of garments.

Home Economics 123 B. Elementary Garment Construction (2-4). The study of clothing from the standpoint of selection and construction.

Prerequisite: Home Economics 113-B.

Home Economics 113 C. Infant Care (3-0). An analysis of the problems connected with infant care and how to meet them. A study is made of the growth, development, and training of an infant.

Home Economics 113 D. Nutrition (3-0). The elements of diet and nutrition. The essentials of an adequate diet for general health. Consideration of the nutritional properties of foods.

History

History 113. History of England (3-0). Survey of the social, economic, political, and intellectual development of Britain from the prehistoric period through the fifteenth century.

History 123. History of England (3-0). Continuation of History 113. Survey of the social, economic, political, and intellectual development of Britain and the British Empire to the present.

History 113A. Western Civilization in Mediaeval Times (3-0). A survey course in the cultural and institutional development of the nations of western Europe through the sixteenth century.

History 123A. Western Civilization in Modern Times (3-0). Continuation of History 113A. A survey course in the cultural and institutional development of the nations of western Europe from the sixteenth century to the present time.

History 213. History of the United States (3-0). A general survey of the history of the United States from the era of discovery to the Civil War.

Prerequisite: Six semester hours in history or sophomore standing.

History 223. History of the United States (3-0). A general survey of the history of the United States from the Civil War to the present time.

Prerequisite: Six semester hours in history or sophomore standing.

Mathematics

Mathematics 113A. College Algebra (3-0). Brief review of elementary algebra, exponents and radicals, quadratic equations, systems of quadratic equations, binomial theorem and mathematical induction, progressions, complex numbers, theory of equations, determinants.

Prerequisite: 1½ years H. S. algebra.

Mathematics 113C. College Algebra (3-0). Brief review of elementary algebra, exponents and radicals, quadratic equations, variation and proportion, binomial theorem, progressions, logarithms, permutations and combinations, probability.

Mathematics 113B. Trigonometry (3-0). The development and use of trigonometric functions in the solution of triangles, identities and equations; logarithms, logarithmic solution of triangles, application to practical problems; inverse functions; DeMoivre's theorem.

Mathematics 113D. Solid Geometry. (3-0). Lines and planes in space; dihedral and polyhedral angles; prisms and cylinders; pyramids and cones; application to practical problems.

Prerequisite: One unit in Plane Geometry.

Mathematics 123. Mathematics of Finance (3-0). Short-cuts, simple and compound interest, annuities, perpetuities, amortization and sinking funds, bonds, depreciation, general annuities.

Prerequisite: Algebra 113C.

Mathematics 124. Analytic Geometry (4-0). Cartesian coordinates; the straight line, the circle, and conic sections; transformation of coordinates; transcendental curves; rapid sketching; polar and parametric equations.

Prerequisite: Algebra 113A, Trigonometry 113B.

Mathematics 214. Calculus (4-0). Limits; differentiation, and its application to maxima and minima, curve tracing, rates, parametric and polar equations, differentials, curvature; the law of the mean; integration.

Prerequisite: Analytic geometry 124.

Mathematics 224. Calculus (4-0). Integration; geometrical and physical application of definite integrals; multiple integration; hyperbolic functions; infinite series.

Prerequisite: Calculus 214.

Psychology

Psychology 113. Ethics and Procedure (3-0). The development of specific ethical principles as a guide to ethical professional conduct.

Psychology 113A. Psychology of Learning (3-0). Fundamental mental and psychological principles underlying motivation, behavior, individual differences, and the learning processes.

The student may not count both Education 113 and Psychology 113A for credit.

Psychology 113B. Abnormal Psychology. (3-0). A survey of the general principles governing abnormality in personality and behavior developments.

Psychology 113C. Mental Hygiene (3-0). Typical problems of personal adjustments and their abnormal and normal solutions will be studied with attitudes and habits necessary for effective living.

Psychology 213. Introductory Psychology (3-0). A survey of the principles of general psychology developed by lectures, recitations, and demonstrations in class.

Prerequisite: Sophomore standing.

Psychology 223. Business Psychology (3-0). Psychological principles concerned with advertising, salesmanship, employment, and personal problems.

Prerequisite: Psychology 213.

Health and Physical Education

Physical Education 111, 121, 211, 221. Physical Training (0-3). Required of all men students, except veterans, each semester. Women students are reminded of baccalaureate degree physical education requirements. Provides wholesome recreation while developing physical fitness and proper attitude toward health. Offers such activities as football, basketball, baseball, volleyball, track, handball, table tennis, golf, tennis, archery, tap dancing, modern dancing, group precision dancing, marching organizations, swimming, softball, and calisthenics.

Physical Education 113-123. Methods (2-2). The organization and administration of physical education in the public schools. The course of study for physical education as recommended by the State Department of Education for high schools is used as a basis for study. Laboratory periods are devoted to actual problems in the field.

Physical Education 113B. Playground Methods and Supervision (3-0). Designed to acquaint students with methods of direction, supervision and administration of park or playground programs.

Physical Education 113A. Theory of Football and Track (3-0).

Physical Education 123A. Theory of Basketball and Baseball. (3-0).

Physical Education 213. Physiology (3-0). A general non-laboratory course in human anatomy and physiology.

Prerequisite: Credit for Biology 114-124 must be presented or the courses taken concurrently.

Physical Education 223. Hygiene (3-0). A survey of factors which determine personal health and methods of preventing personal and community diseases.

Prerequisite: Credit for Biology 114-124 must be presented or the courses taken concurrently.

Public Speaking and Drama

Speech 113. Fundamentals of Speech (3-0). A course in the fundamental, basic principles of speech to develop self-confidence and poise in the student. Speeches on leading questions of the day, radio projects, poetry reading and choric verse are prepared and delivered.

Speech 123. Fundamentals of Speech (3-0). Basic principles of speech continued. Emphasis is given to composition, gathering, selecting, arranging, and presenting material for a given purpose. Projects are conducted in oratory, extemporaneous speech, and radio speaking for the purpose of developing the student's resourcefulness, independence, and personal power.

Drama 113. Introductory Drama (2-4). Introductory study of the theater. General survey of the major fields of theater arts including the study of various types and styles of plays. Laboratory study of elementary technique in acting.

Drama 123. Contemporary Theater (2-4). Study of the contemporary theater and direction of plays. Advanced laboratory study in elementary technique in acting and interpretation. Emphasis on the one act play.

Drama 213. Fundamentals of Dramatic Interpretation. Phonetics for Stage Diction (2-4). Voice control for the stage. Fundamentals of speech production; development of the speaking voice for the stage.

Laboratory as required.

Prerequisite: Sophomore standing.

Drama 223. Introduction to Acting (2-4). Elementary theory and practice of acting.

Prerequisite: Drama 213.

Speech 213. Debate (3-0). A study of the principles and theories of debate technique. Group, forum and panel discussions are held on foremost controversial issues. Especial attention is given to the current national college debate question. Various intramural and intercollegiate debates.

Prerequisite: Sophomore standing.

Physics

Physics 114. General Physics (3-3). Covers the fundamental principles of electricity, magnetism, sound and light.

Physics 124. General Physics (3-3). A continuation of Physics 114. An elementary course to meet the needs of students of pre-medicine, pre-dentistry, architecture, and the liberal arts. Consists of the fundamentals of mechanics, properties of matter, heat, and wave-motion.

Physics 124A. Engineering Physics for Freshman Engineers (3-4). Mechanics and heat. Designed especially for engineering students.

Prerequisite: Admission credit in high school physics or the equivalent; Mathematics 113C and 113B.

Physics 214-224. Advanced Physics (3-3). A course designed to meet the second year physics requirements of students in engineering, medicine, and those who plan to major in some field of science. Electricity, Magnetism, Wave-Motion, Acoustics and Optics.

Prerequisite: Six hours of mathematics and Physics 124 or 124A.

Sociology

Sociology 213. Introduction to Sociology (3-0). Introduction to the study of society. The community and its structure; the eco-

logical approach to human relationships; elements and processes of social interaction; social change; society and the person.

Prerequisite: Sophomore standing.

Sociology 223. Applied Sociology (3-0). Required of all majors in sociology. Personal disorganization in terms of the interactive factors of organic heritage, social heritage, human nature, and unique experience; periods of disorganization; types of personal disorganization; social disorganization.

Prerequisite: Sociology 213.

Sociology 213A. Marriage and the American Home (3-0). Sociological analyses are made of problems related to love, courtship and marriage. An attempt is made to determine the roles that family and cultural backgrounds, personality traits, group expectations, early marital adjustments, education, mutual interests, and children play in the formation of wholesome American homes. Attention is also given to a systematic study of the causative factors accounting for family tensions and suggestions for their dissolution.

DISTRIBUTIVE EDUCATION

Distributive education courses are organized whenever there is a request by a sufficient number of persons for such a class.

These courses are taught in either the regular day session or in the Evening College to suit the needs of the students.

DE 113. Retailing and Store Salesmanship (3-0). An intensive study of the fundamental principles of retail selling.

DE 111B-112B-113B. Real Estate Practice. A complete coverage of the real estate field from the viewpoint of the real estate broker.

DE 111C-112C-113C. Traffic Management. An analysis of shipping papers and procedure to enable a merchant to reduce shipping costs.

DE 113D. Dental Receptionist Training (3-0). Duties of the dental receptionist in the office and the laboratory. Study of dental roentgenology and other laboratory equipment.

DE 111E-112E-113E. Advanced Credit Procedures. An advanced course for credit managers dealing with specialized problems in credit.

DE 111-121. Business Experience. A student may earn a limited amount of credit on a supervised pre-arranged assignment with a co-operating store in selling and non-selling activities. Frequent conferences, progress reports and a final report will be required of all students requesting degree credit.

DE 112. Advertising Principles. Advertising fundamentals in relation to modern business activity; study of the fields of advertising; study of campaigns, advertising mediums and surveys.

DE 112A. Retail Credit and Collections (2-0). The nature and function of credit; retail charge accounts and installment credit; retail credit fundamentals; securing credit information; controlling the account and collections.

DE 212. Organization and Management of Small Business (2-0). This course is designed to give the student information about the problems connected with the operation of individually owned and controlled businesses. Special emphasis will be given to various kinds of retail businesses, methods of financing, legal questions involved and various problems of management.

DE 213. Principles of Direct Selling (3-0). Fundamentals of salesmanship covering such topics as personality and dress, psychological principles, preparing the canvass, the interview, meeting the prospect, and other essentials of good salesmanship.

DE 213A. Survey of Insurance. An investigation of insurance service and benefits designed to give students sufficient background to solve their personal insurance problems intelligently.

DE 213B. Advertising (3-0). Place of advertising in business; advertising media; description of the various methods of advertising and other fundamentals.

DE 213C. Merchandising Art (3-0). A course providing opportunities for students to explore the field of commercial art as supplied by show card lettering, poster design, sketching, and planning the design of window display.

DE 213D. Retail Personnel Relations (3-0). This course provides a general survey of the working relationships of the employee and the executive. Among the topics discussed are personnel policies, job analysis, personal budget, wage plans and incentives, employment testing, employee evaluation, and training.

DE 213E. Principles of Marketing (3-0). The marketing functions, transportation, assembling, storage, trade channels, cost, co-operative marketing, trade association, price policies, market analysis, marketing structures and agencies, types of middlemen, and current marketing practices.

VOCATIONAL ARTS

The primary object of the Vocational Training Division is to train the student in practical courses which will fit him to earn a living in the vocation selected. In addition, the student is given general education in courses related to his vocation, as well as general information, which is designed to give him a well-rounded development.

Vocational Agriculture

(Tyler Junior College-Smith County Vocational School)

This department offers a full-time on-the-farm institutional training program. The Tyler Junior College was one of the first to organize a county-wide program of this nature and it has been

in successful operation since the inception of this work by the Veterans Administration.

A minimum of $10\frac{1}{2}$ hours per week in classes scheduled in the classroom, farm shop, canning center or laboratory (including demonstration and field trips) is required. In addition, a minimum of one hour per week of individual instruction is given on the farm where the student is employed, and a minimum of four hours of instruction per 28-day period is given to small groups having common problems. The total minimum clock hours of instruction per week is $12\frac{1}{2}$.

Each trainee spends not less than $10\frac{1}{2}$ hours per week in organized group instruction and not less than $4\frac{1}{2}$ hours per week in demonstration, laboratory or other class work. In addition, he spends not less than an average of 4 hours per 28-day period in group or individual instruction upon his own problems.

Tuition: See special vocational school catalogue.

Time Required: 156 weeks.

Horticulture (Nurseryman)

This course is designed to acquaint the nurseryman with the problems with which he is likely to be confronted in the production of his crops. Topics receiving major emphasis are:

1. Soils and fertilizers
2. Varieties of plants
3. Cultivation practices
4. Soil conservation
5. Diseases of plants
6. Farm home life
7. Marketing

Each trainee spends not less than $10\frac{1}{2}$ hours per week in organized group instruction and not less than $4\frac{1}{2}$ hours per week in demonstration, laboratory or other class work. In addition he spends not less than an average of 4 hours per 28-day period in group or individual instruction upon his own problems.

Tuition: See special vocational school catalogue.

Time Required: 156 weeks.

CABINET MAKING

Credit Value: This course meets a total of 25 clock hours per week. Upon graduation the student receives a Vocational Certificate. Sixteen semester hours each semester.

Description: Cabinet and furniture construction. Foundational work in blueprint reading, shop mathematics and shop procedure is given. Practice in the design, construction and finishing of cabinets, including a study of lumber, its manufacture, seasoning and other data. The proper care of power woodworking machinery is stress-

ed. The student learns how to use glues, varnishes and other finishing materials in the correct manner.

Time Required: 104 weeks.

Tuition: See special vocational school catalogue.

METAL TRADES

This department has trained many men who have secured jobs and are successful in industry and others who have established successful shops of their own.

Machinist Trade

Credit Value: This course meets a total of 25 clock hours per week. Upon graduation the student receives a Vocational Certificate. Sixteen semester hours each semester.

Description: Practical instruction in the care and operation of the various machines and hand tools used in the metal trades. These machines include such items of equipment as engine lathes, turret lathes, special grinders, metal cut-off and contour saws, milling machines, metal shapers, drill presses, sheet metal-working equipment, et cetera. The shops are well equipped and highly skilled craftsmen are in charge as instructors.

Time Required: 104 weeks.

Tuition: See special vocational school catalogue.

Welding Trade

Credit Value: This course meets a total of 25 clock hours per week. Upon graduation the student receives a Vocational Certificate. Sixteen semester hours each semester.

Description: A highly specialized course in welding. It covers the theory and shop technique in electric arc welding, resistance oxyacetylene process gas welding, aluminothermic welding and other processes. Correct methods of brazing, soldering and lead burning is stressed.

Foundational subjects such as shop mathematics, blueprint reading, metallurgy and correct shop practices are given. Highly skilled craftsmen are in charge as instructors.

Time Required: 78 weeks.

Tuition: See special vocational school catalogue.

AUTOMOBILE MAINTENANCE

Students in this department are equipped to take jobs in the automobile repair and maintenance industry or to operate their own garages and shops.

Auto Mechanics—General

Credit Value: This course meets a total of 25 clock hours per week. Upon graduation a student receives a Vocational Certificate. Sixteen semester hours each semester.

Description: Theory and practice in the functions of all parts to familiarize the student with the repair and overhaul of the entire automobile assembly. Fundamentals of the internal combustion engine, electrical data, knowledge of maintenance charts, lubrication and the development of power rating are stressed. The student is also taught spray painting, brazing, welding and the reconditioning of the automotive body.

In the last section of this course an intensive study is made of designs, construction, nomenclature and maintenance of trucks and tractors.

Time Required: 104 weeks.

Tuition: See special vocational school catalogue.

SUMMARY OF ENROLLMENT

TYLER JUNIOR COLLEGE

1950-1951

SUMMER SESSION, 1950

General and Academic.....	103
Trade and Industry*.....	130
Vocational Agriculture*	242
Less Duplicates	31
TOTAL SUMMER SESSION	444

REGULAR SESSION, 1950-51

General and Academic.....	900
Trade and Industry	141
Vocational Agriculture*	263
Distributive Education (Short Courses).....	530
Academic Evening College.....	371
TOTAL REGULAR SESSION.....	2205
TOTAL ANNUAL ENROLLMENT.....	2649
Less Duplicates	320
NET ANNUAL ENROLLMENT.....	2329

*These divisions enroll students continuously throughout the school year.

TYLER JUNIOR COLLEGE

TYLER
TEXAS

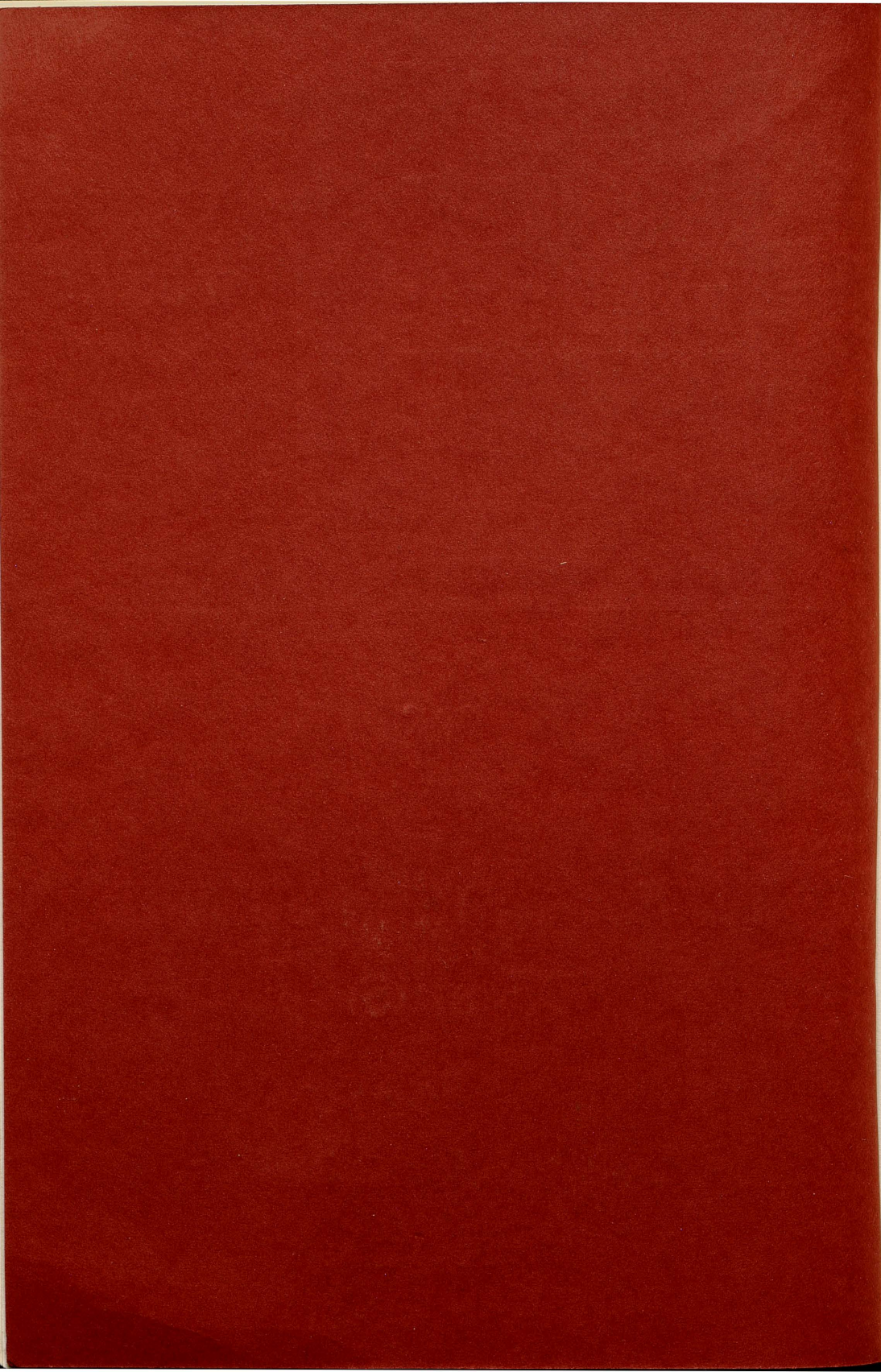


TEXAS EASTERN SCHOOL
OF MUSIC

OF

THE TYLER JUNIOR COLLEGE

TYLER, TEXAS



TEXAS EASTERN SCHOOL OF MUSIC

OF TYLER JUNIOR COLLEGE

ADMINISTRATIVE OFFICERS

Harry E. Jenkins.....	President
Edward M. Potter.....	Dean
Joseph Kirshbaum.....	Director, School of Music Conductor East Texas Regional Symphony
Frances Flaherty.....	Registrar
Louis C. Todd.....	Business Manager
Wayne Matthews.....	Director of Public Relations

FACULTY

John W. Carson*.....	Theory, Voice
Edwin Fowler.....	Band, Reeds
Gertrude Kirshbaum.....	Harp
Joseph Kirshbaum.....	Theory, Strings
Hilda Ohlin.....	Voice
Jesse Deane Trulove.....	Piano
J. F. Witte.....	Band
Oscar Ziegler.....	Piano

* On leave to United States Air Force

TEXAS EASTERN SCHOOL OF MUSIC

OF

THE TYLER JUNIOR COLLEGE

The School of Music offers instruction in music for students who:

- (1) Plan to pursue a professional career in music.
- (2) Desire a cultural background in music.

Music courses include individual lessons in Applied Music, class work in Theory and Music Literature and ensemble training in musical organizations. The work is designed to meet requirements of standard four-year music curricula.

CURRICULUM FOR MUSIC MAJORS

Bachelor of Music Degree

Freshman Year		Sophomore Year	
Music 113T, 123T.....	6 Hours	Music 213T, 223T	6 Hours
Music 113L, 123L.....	6 Hours	Music 212T, 222T	4 Hours
Applied Music	8 Hours	Applied Music	8 Hours
Musical Organizations	2 Hours	Musical Organizations	2 Hours
English 113, 123	6 Hours	English 213, 223	6 Hours
Electives	6 Hours	Government 213	3 Hours
		Elective	3-Hours
Total	34 Hours	Total	32 Hours

General Information

Music majors who have had no previous training in piano are required to take sufficient instruction to pass a proficiency examination in piano.

All music majors are required to participate in at least one musical organization.

Attendance of music majors is expected at all concerts sponsored by the School of Music.

Ample opportunity is provided for individual student performance through both studio and public recitals.

Students are encouraged to use special music library materials which include numerous books, reference works, periodicals, music scores and a record collection embracing examples of all styles and forms of music.

Regular students (full time) majoring in fields other than music may enroll in music courses for which they are qualified.

Special students (part time) may enroll for Applied Music or other courses in the School of Music.

Preparatory work in Applied Music is offered for beginning students and for students not sufficiently advanced to meet requirements for music major courses. College level students enrolling in preparatory courses may receive credit as follows:

(1) One hour credit: one half-hour lesson, 6 hours practice weekly.

(2) Two hours credit: two half-hour lessons, 10 hours practice weekly.

All students are eligible to audition for membership in the various musical organizations sponsored by the School of Music.

Applied Music Charges Per Semester

Piano, Violin, Voice, and Harp:

Regular Students

Two one-half hour lessons per week.....\$90.00

One one-half hour lesson per week..... 54.00

Special Students

Two one-half hour lessons per week.....\$126.00

One one-half hour lesson per week..... 72.00

Clarinet — each one-half hour lesson..... 2.50

Voice Diction (one hour per week)..... 18.00

Practice Room (one hour per day)..... 4.00

Applied Music

Music 112P, 212P, 222P. Preparatory Piano. Elements of piano-forte playing; instruction material and exercises according to individual needs; simple forms of scales and arpeggios; selected compositions from Bach, Beethoven, Clementi, Handel, Haydn, Kuhlau, Mozart, Schumann and others. Admission by examination.

Music 114P, 124P. Freshman Piano. Major and minor scales and arpeggios; studies from Cramer, Czerny; Bach Three Part Inventions, French Suites; Mozart; Beethoven sonatas of moderate difficulty; suitable selections from Chopin, other composers of the romantic school. Admission by examination. Two half-hour lessons and 16 hours minimum practice weekly.

Music 214P, 224P. Sophomore Piano. Major and minor scales and arpeggios in all forms and rhythms; studies from Clementi, Czerny, Phillip; Bach Well-Tempered Clavichord, English Suites; Beethoven sonatas, Op. 2, Op. 10, Op. 26; allegro movement of a concerto; selected compositions from Chopin, Debussy, Mendelssohn, Schubert, etc. Prerequisite: completion of Freshman Piano or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Music 112Vi, 122Vi, 212Vi, 222Vi. Preparatory Violin. Principles and establishment of good position; simple scales and arpeggios; exercises from Auer, Kayser, Laoureux, Sevcik, Wohlfahrt; suitable selections from Bach, Beethoven, Corelli, Faure, Handel, Mozart, Vivaldi, and others. Admission by examination.

Music 114Vi, 124Vi. Freshman Violin. Three octave scales and arpeggios; studies from Douthett, Op. 37, Kreutzer, Sevcik; sonatas by Handel, Mozart, Tartini; concertos by Nardini, Vivaldi; selected compositions from the romantic school. Admission by examination. Two half-hour lessons and 16 hours minimum practice weekly.

Music 214Vi, 224Vi. Sophomore Violin. Scales and arpeggios in double stops; studies from Fiorillo, Kreutzer, Rode, Sevcik; sonatas by Bach, Beethoven, Mozart; concertos by Bach, Mozart, Viotti; selected works from romantic and contemporary composers. Prerequisite: completion of Freshman Violin or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Music 112Vcl, 122Vcl, 212Vcl, 222Vcl. Preparatory Violoncello. Establishment of position; selected studies from Dotzauer, Grutzmacher, and others, appropriate solos. Admission by examination.

Music 114Vcl, 124Vcl. Freshman Violoncello. The higher positions; three octave scales and arpeggios; studies from Dotzauer, Duport, Klengel; sonatas by Eccles, Mauello, Sammartini; concertos by Goltermann and Romberg. Admission by examination. Two half-hour lessons and 16 hours minimum practice weekly.

Music 214 Vcl, 224 Vcl. Sophomore Violoncello. Scales, arpeggios and exercises in four octaves; double stops; studies from Grutzmacher, Kleugel; compositions by Beethoven, Boccherini, Boellman, Popper, etc. Prerequisite: Completion of Freshman Violoncello or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Music 112Bv, 122Bv, 212Bv, 222Bv. Preparatory Bass Viol. Establishment of position; studies from Simandl, Book I; scales and bowing exercises. Admission by examination.

Music 114Bv, 124Bv. Freshman Bass Viol. Major and minor scales; broken chords; studies from Schucklousky and Simandl; orchestra studies and solos. Admission by examination. Two half-hour lessons and 16 hours minimum practice weekly.

Music 214Bv, 224Bv. Sophomore Bass Viol. Continuation of scales and arpeggios; studies from Hrabe and Simandl; Kreutzer, bowing studies; orchestra excerpts; selected solos. Prerequisite: completion of Freshman Bass Viol or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Music 113Vo, 123Vo. Freshman Voice. Elements of vocal culture—breath control, voice production, pure vowels, consonants; scales and arpeggios; vocalises—Concone, Panofka, Vaccai; the simpler songs in English and Italian. Admission by examination. Two half-hour lessons and 12 hours minimum practice weekly.

Music 111D, 121D. Voice Diction. Systematic presentation of the fundamentals of pronunciation and sound production to further the singing of text with clarity and ease in English, French, German, and Italian. Required of all voice majors. One hour per week.

Music 213Vo, 223Vo. Sophomore Voice. Technical development—the sustained tone of the old Italian *bel canto*, roulades, runs and trills; the simpler opera and oratorio arias of Gluck, Handel, Mozart, Scarlatti; beginnings of German Lieder; French repertoire; contemporary English and American songs. Prerequisite: completion of Freshman Voice or equivalent. Two half-hour lessons and 12 hours minimum practice weekly.

Music 211D, 221D. Advanced Voice Diction. Continuation of Music 121D; practical application in advanced song, oratorio and opera. Prerequisite: Music 121D. Required of all voice majors. One hour per week.

Music 112H, 122H, 212H, 222H. Preparatory Harp. Development of basic position; the principals of pedaling; coordination of hand and foot action; Salzedo, *Method for the Harp*, *Tiny Tales* (Series I and II), *Short Stories* (Volume I and II); pieces by Bach, Rameau, Schumann, Thomas and others. Admission by examination.

Music 114H, 124H, Freshman Harp. Studies: Salzedo, *Daily Dozen*, *Modern Study of the Harp*; Salzedo-Lawrence, *Method for the Harp*; selected compositions by Bach, Corelli, Haydn, Salzedo, and others. Admission by examination. Two half-hour lessons and 16 hours minimum practice weekly.

Music 214H, 224H. Sophomore Harp. Continuation of selected Salzedo studies; works by Bach, Debussy, Handel, Pierne, Prokofieff, Salzedo.. Prerequisite: completion of Freshman Harp or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Music 112C, 122C, 212C, 222C. Preparatory Clarinet. Principles of posture, embouchure, articulation; elementary scales and arpeggios; graded studies and duets; selected simple pieces. Admission by examination.

Music 114C, 124C. Freshman Clarinet. Etudes by Klose and Lazarus; major and minor scales, solos, and duets. Admission by examination. Two half-hour lessons and minimum of 16 hours practice weekly.

Music 214C, 224C. Sophomore Clarinet. Etudes by Langenus, Lazrus, Rose, and Voxman; major and minor scales, orchestral studies; transposition; solo and ensemble literature.

Prerequisite: Completion of Freshman Clarinet or equivalent. Two half-hour lessons and 16 hours minimum practice weekly.

Theory of Music

Music 113L, 123L. Introduction to Music (2-3). A general survey of the development of the art of music designed to provide a basic understanding of the principal periods and styles of music literature: origins, folk music, plainsong, vocal and instrumental forms, elementary acoustics, biographical sketches and bibliography.

No prerequisite: open to non-music majors. Required of music majors.

Music 113T, 123T. Elementary Harmony (3-2). The study of chord building and chord connection including practice in ear-training and keyboard harmony: triads and their inversions, cadences, modulation to related keys, simple non-harmonic tones, seventh chords, original part-writing exercises, melodic and harmonic dictation, sight-singing.

Prerequisite: ability to read simple music notation. Required of music majors. Chorus is required of all elementary harmony enrollees.

Music 212T, 222T. Dictation and Sight-Singing (2-1). Melodic, rhythmic, harmonic, and contrapuntal dictation; sight-singing, including the clefs, and simple modulation. Music 213T, 223T must be taken concurrently. Prerequisite: Music 123T. Required of music majors.

Music 213T, 223T. Advanced Harmony. (3-2). A further study of harmony and an introduction to counterpoint: the ninth, eleventh and thirteenth chords, chromatically altered chords, modulation to distant keys, the decorative material of harmony, writing in the five species. Music 212T, 222T must be taken concurrently.

Prerequisite: Music 123T. Required of music majors. Chorus is required of all advanced harmony enrollees.

Music 313T, 323T. Composition. The development of creative ability in musical composition: analysis and written work in strict and free styles, simple two and three part forms, the variation form. Instruction according to individual needs.

Prerequisite: Music 223T or its equivalent.

Musical Organizations

Music 111B, 121B
Music 211B, 221B **Band**

The official Apache Band, open to any student who has had suitable experience. Two hours per week.

Music 111Ch, 121Ch
Music 211Ch, 221Ch **Chorus***

A course in choral singing organized for the purpose of becoming familiar with the more important works of vocal ensemble. Open to all students by audition. Two hours per week.

Music 112O, 121O
Music 212O, 221O **Symphony Orchestra**

Open to advanced instrumental students in the college. Members are given practical training in professional orchestral routine. Admission by audition. Four hours per week.

Music 211CM, 221CM. **Chamber Music**

Qualified students are encouraged to become intimately acquainted with the master works of chamber music. Small groups are formed to study the standard literature for various combinations ranging from duos to octets. Admission by audition. Two hours per week.

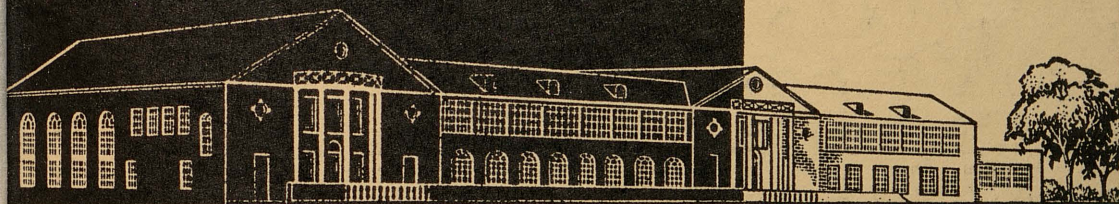
Music 111HE, 121HE
Music 211HE, 221HE **Harp Ensemble**

Designed to increase reading proficiency and to further musicianship through group performance; this course is required of all music majors specializing in Harp. Open to others by audition. Two hours per week.

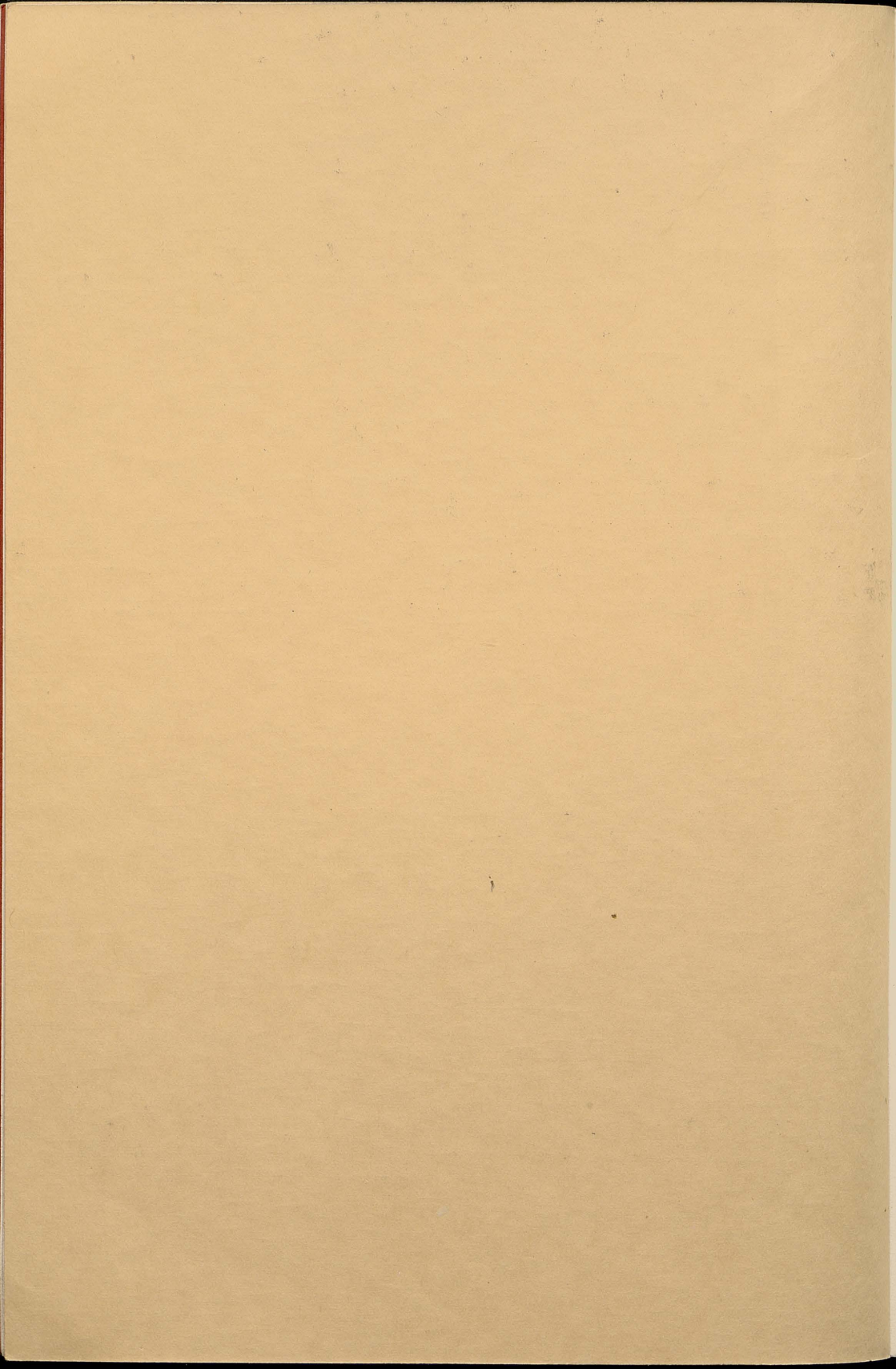
*Laboratory for Music 113T, 123T, 213T, 223T without extra credit.

TYLER JUNIOR COLLEGE

**TYLER
TEXAS**



**TEXAS EASTERN SCHOOL
OF NURSING
OF
THE TYLER JUNIOR COLLEGE
TYLER, TEXAS**



TEXAS EASTERN SCHOOL OF NURSING

OF
TYLER JUNIOR COLLEGE

Tyler, Texas

Mother Frances Hospital and
Medical Center Hospital Cooperating

ADMINISTRATIVE OFFICERS

H. E. Jenkins, Ph.D.....	President
E. M. Potter, M.A.....	Dean
Robert Boyd, Jr., M.E.....	Director of Professional Training
Louis Todd, B.A.....	Business Manager
Frances Flaherty, B.S.....	Registrar

*For information, write or call the Director of Professional Training, Texas Eastern School of Nursing, Tyler Junior College, Tyler, Texas, Phone 2-1322.

THE TEXAS EASTERN SCHOOL OF NURSING OF THE TYLER JUNIOR COLLEGE

General Information

The Board of Trustees of the Tyler Junior College, realizing the urgent need of the nation for Registered Nurses, on May 7, 1951 authorized the founding of the Texas Eastern School of Nursing, a divisional school within the framework of the Tyler Junior College.

This collegiate school of nursing, in cooperation with the Mother Frances Hospital, the Medical Center Hospital, and others, will train young women over a period of thirty-six months toward state examinations for the certificate of Registered Nurse.

As this bulletin goes to press, the preparation of plans for approval by the State Board of Nurse Examiners, negotiations for the hospital and clinic phases of the training, and selection of the faculty are proceeding. Present plans call for the entrance of the first class in September 1951.

Entrance Requirements

Entrance into the Texas Eastern School of Nursing is governed by the same general regulations upon which entrance into the regular college is determined.

In addition, the applicant should demonstrate aptitude for this field of training.

Tuition

Residents of the Tyler Junior College District.....	\$135.00 per year
Non-Residents	\$150.00 per year

Course Requirements

Regular attendance in all classes is required. Examinations are given periodically. Students are advanced only upon satisfactory completion of the work of the period. This includes the theoretical or classroom and laboratory work and proficiency in ward or other practice. In order to be in good standing, a C average must be maintained. The faculty at its discretion may at any time terminate the connection of any student with the College of Nursing if she does not meet the educational and professional standards of the College.

Graduation Requirements

In order to graduate, each candidate must successfully complete the prescribed curriculum for which she is registered and must meet all requirements of the Texas Eastern School of Nursing.

Outline of Curriculum

Leading to State Board Examinations for the title of Registered Nurse.

Diploma

First Year:

TITLE OF COURSE	Class Hrs.	Lab. Hrs.	Total Hrs.	Sem. Hrs.	Wks. Clin. Prac.
Biological Science					
Biology 114A, Anatomy and Physiology	54	54	108	4	
Chemistry 113-123, Introductory Chemistry	108	108	216	6	
Biology 113, Microbiology	54	36	90	3	
Pharmacology 112, Pharmacology and Therapeutics	36		36	2	
Psychology 113A, Psychological Principles	54		54	3	
Sociology 213, Principles of Sociology	54		54	3	
Nursing 113B, Nursing as a Profession and Personal Health Conservation	54		54	3	
Nursing 128, Nursing Arts and Community Health	136	168	304	8	
Nursing 126, Diet, Nutrition and Health Education				6	
1. Principles of Health Nursing	15		15		
2. Nutrition and Health	10		10		
3. Principles of Nutrition and Food Preparatory	20	24	44		
4. Principles and Practice of Medical Nursing including Ward Classes	46		46		6
5. Principles and Practice of Nutrition in Disease	16		16		
Total	657	390	1047	382	6

Second Year:

TITLE OF COURSE	Class Hrs.	Lab. Hrs.	Total Hrs.	Sem. Hrs.	Wks. Clin. Prac.
Nursing 212, History of Nursing.....	30		30	2	
Nursing 211, History of Medicine.....	18		18	1	
Nursing 216, Principles and Practice of Medical Nursing (Including ward classes) cont'd.....	106		106	6	6
Nursing 221, Principles and Practice of Nutrition in Disease, cont'd.....	24		24	1	4
Nursing 213, Principles and Practice of Surgical Nursing (including ward classes)	60		60	3	12
Nursing 221A, Principles and Practice of Operating Room Nursing.....	20		20	1	8
Nursing 216A, Principles and Practice of Pediatric Nursing (including ward classes)	96		96	6	12
Nursing 226, Principles and Practice of Obstetric and Gynecologic Nursing (including ward classes)	96		96	6	6
Total	450		450	26	48

Third Year:

Nursing 322, Nursing as a Profession	30		30	2	
Principles and Practice of Obstetric and Gynecologic Nursing (including ward classes) cont'd	23		23	1	9
Nursing 318, Principles and Practice of Psychiatric Nursing (including ward classes)	120		120	8	13
Nursing 322A, Advanced Medical Nursing (including OPB).....	24		24	2	12
Nursing 321A, Advanced Surgical Nursing (including OPB and Examining Room)	16		16	1	8
Experience in Clinical Nursing.....					6
Total	213		213	14	48

COURSE DESCRIPTIONS

Biological Science

Biology 114A. Anatomy and Physiology. Form, structure and function of the human body as an essential prerequisite to the study of health, nutrition, and pathological changes due to disease.

Chemistry 113-123. Introductory Chemistry. A study of the principles of biological chemistry as related to nursing problems.

Biology 113. Microbiology. A course of lectures and laboratory exercises dealing with the micro-organisms related to disease and to the practice of nursing. Consideration is given to pathogenic bacteria, fungi, and protozoa; to the body's immunity; and to insects and parasitic works.

Pharmacology 112. Pharmacology and Therapeutics. Pharmacodynamics of therapeutically useful agents; signs and symptoms of overdosage and means of counteraction; side-effects; synergism, antagonism, and corrective agents. Lecture, demonstrations, and laboratory experiments.

Social Science

Psychology 113A. Psychological Principles. Introduction to psychology.

Sociology 213. Principles of Sociology. A study of the principles of sociology essential to the development of interest, understanding, and appreciation of society and its problems. Emphasis is placed on social attitudes, ideals, and abilities needed to develop a positive approach to health, prevention of disease, and the optimum care of the sick.

Nursing

Nursing 113B. Nursing as a Profession and Personal Health Conservation. An introduction to the School of Nursing program; the place of nursing trends which have brought nursing to the level of a profession. Emphasis is placed on the qualifications of a good nurse and the adjustments necessary in the profession. It is designed to help the student appraise, develop, and maintain an adequate standard of sound physical, mental, and social habits of living.

Nursing 128. Nursing Arts and Community Health. A lecture and laboratory course designed to develop in the student attitudes and ideals desirable in a nurse and the knowledge and skills necessary to give effective nursing care, which includes competent guidance of the individual patient. A study of the aims and methods of teaching health to the individuals and groups in the nursing care of patients in the hospital and community nursing services.

Nursing 126. Diet, Nutrition and Health Education.

1. Principles of Teaching Health in Nursing. A study of the aims and methods of teaching health to individuals and groups in the nursing care of patients in the hospital and community nursing services.

2. Nutrition and Health. A consideration of various nutritional problems to be met by the individual, such as choosing an adequate diet and maintaining normal body weight; and an introduction to the social and economic aspects of community nutritional problems.

3. Principles of Nutrition and Food Preparation. A study of the fundamental principles of nutrition and the application of these principles in planning and preparing diets to meet the needs of individuals at different age levels, in varying kinds of occupations, and at varying economic levels. A study of the various groups of foods and laboratory experience in their preparation and service.

4. Principles and Practice of Medical Nursing (including ward classes). A discussion of the course, pathology, prevention, and treatment of medical conditions; and the related emotional, social, nutritional and rehabilitative aspects; and the nursing care essential to meet the needs of the individual patient. Guided practice in the nursing care of patients in the medical services of the Medical Center Hospital and Mother Frances Hospital.

5. Principles and Practice of Nutrition in Disease. A study of the modifications of the normal diet as a therapeutic measure in disease.

Nursing 212. History of Nursing. A survey of the historical development of nursing from its early conception to modern times with special emphasis on contemporary movements.

Nursing 211. History of Medicine. Weekly conferences with lectures on the historical development of medicine, nursing, and allied health professions.

Nursing 216. Principles and Practice of Medical Nursing (including ward classes). Continued.

Nursing 221. Principles and Practice of Nutrition in Disease. Continued.

Nursing 213. Principles and Practice of Surgical Nursing (including ward classes). A discussion of the causes and pathology, prevention and treatment of surgical conditions; the related emotional, social, nutritional, and rehabilitative aspects and the nursing care essential to meet the needs of the individual patient. Guided practice in the nursing care of patients in the surgical services of the Mother Frances Hospital and the Medical Center Hospital.

Nursing 221A. Principles and Practice of Operating Room Nursing. A study of the principles of aseptic operative techniques and the routine procedures used in the care of patients in the operating room.

Nursing 216A. Principles and Practice of Pediatric Nursing (including ward classes). A general study of the child both in health and disease from the preventive and curative aspect of disease. Emphasis is placed on child development and guidance, parent education, diseases of infancy and childhood, nutrition in health and disease and the nursing care related to physical, mental, social and emotional needs of the child.

Nursing 226. Principles and Practice of Obstetric and Gynecologic Nursing (including ward classes). This course is divided into two units. The first deals with the physiological conditions of a normal pregnancy, labor, puerperium, the complications that may arise during any of these periods, the nursing care in normal and complicated conditions, and the care of the newborn, including the premature infant. The second unit is concerned with the diseases of the genital system of the female and includes the etiology, symptomatology, prevention, treatment, both operative and non-operative, and the nursing care. In both units emphases are placed on the social and health aspects of the nursing care.

Nursing 322. Nursing as a Profession. A study of the responsibilities of the graduate professional nurse in the community; the opportunities for employment and advancement, and her place in the community and professional organizations, and activities.

Nursing 318. Principles and Practice of Psychiatric Nursing (including ward classes). A study of the different types of mental diseases from the standpoint of etiology, symptomatology, and prevention; the various form of shock therapy; and the nursing care, including the special care of different types, therapy, the social aspects of the patients' adjustments.

Nursing 322A. Advanced Medical Nursing (including OPD). Principles and Practice of Medical Nursing. An advanced course of pathology, prevention, and treatment of medical conditions; the related emotional, social, nutritional and rehabilitative aspects; and the nursing care essential to meet the needs of the individual patient.

Nursing 321A. Advanced Surgical Nursing (including OPD and Examining Room). Principles and Practice of Surgical Nursing. An advanced course in the causes and pathology, prevention and treatment of surgical conditions; the related emotional, social, nutritional, and rehabilitative aspects and the nursing care essential to meet the needs of the individual patient.

Nursing 310-320. Experience in Clinical Nursing. Elements in Ward Management. Designed to give the clinical nurse an appreciation of the problems involved in managing the nursing service in a clinical unit.

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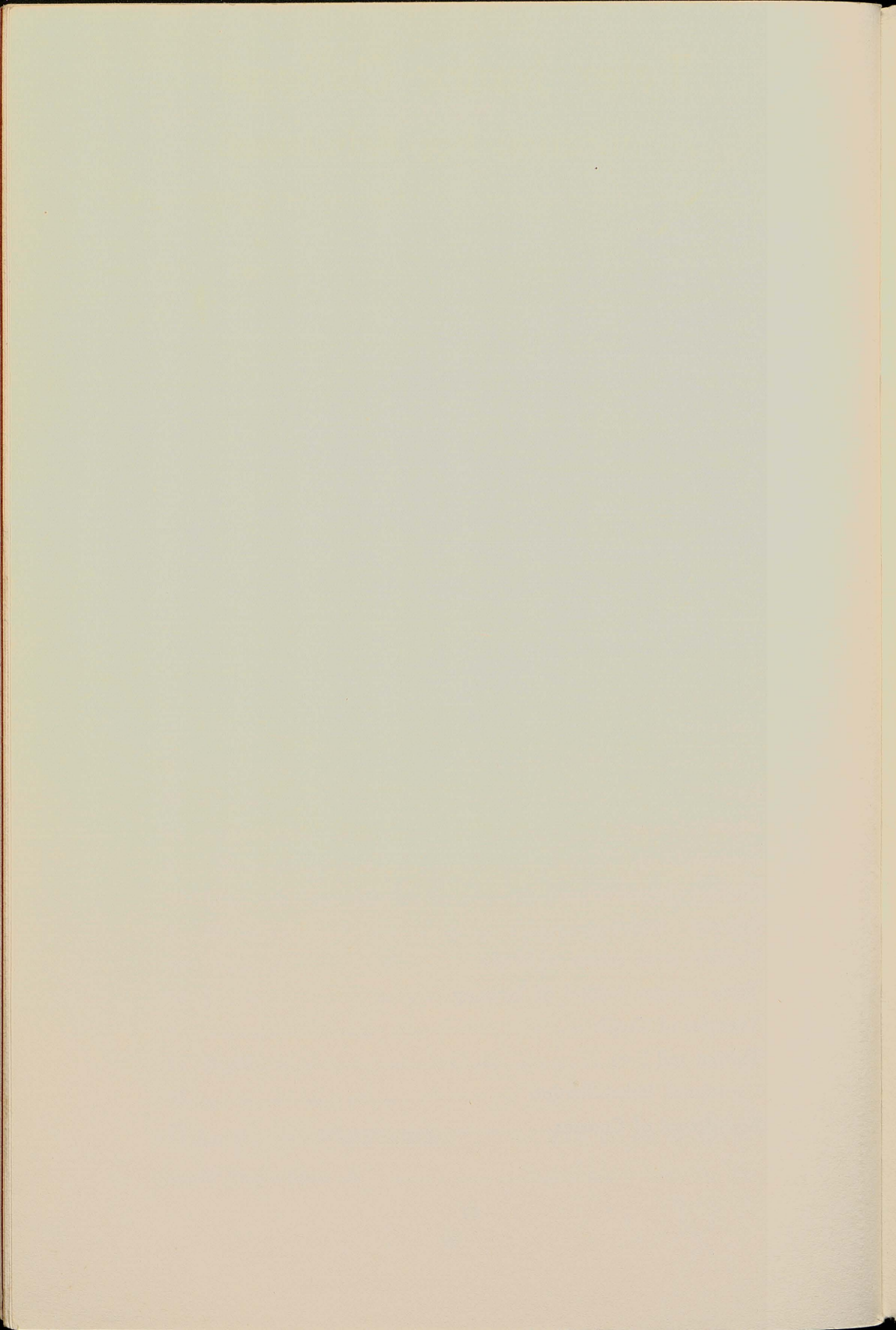
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Tyler Junior College

Application For Admission

This application, together with a transcript of high school and college record, if any, should be filed as soon as possible.

1. (Mr.) (Mrs.) (Miss) Last Name First and Middle Names Telephone
2. Home Address (Street) (City) State
3. Male Female 4. Married? Yes No
5. Birth date: Mo. Day Year Age
6. Have you ever attended Tyler Junior College? Yes No
(Check one)
7. Indicate your classification:
Freshman (0-24 Sem. Hrs.) Postgraduate
Sophomore (25-60 Sem. Hrs.) Unclassified
8. Give name and location of all high schools and colleges attended:
Name Location Dates attended Date graduated
Name Location Dates attended Date graduated
Name Location Dates attended Date graduated
9. Are you now attending college, university, or high school?
0. If you have chosen a major or occupation, please state what it is
1. Are you a veteran of World War II? Branch of Service
2. Do you intend to enter under Veterans Benefits Program (P.L. 346 or 16?)
3. If interested in a Band Scholarship answer the following:
(a) Instrument played
(b) Years experience
(c) Do you own your instrument?

I plan to enroll in Tyler Junior College for the session beginning the next (Fall, Spring, Summer).

Date.....

Signature of the Applicant

DO NOT FILL IN

Date application received.....

